

Public Report Copy and Background Check Request

Information released will be reviewed and redacted per applicable state and federal laws.

Please check one: ☐ Report Copy ☐ Photograph(s) / Video(s) ☐ Background Check ☐ Background Check (Notarized)

Conditions:

Requests for information must be submitted in writing. A report from another agency and other investigative information within the report remains the property of the originating agency and will not be released.

Any Public Records Act request made by a non-public safety agency or individual must be specific as to what information is being requested. The format the information is provided in will be determined by the City of Bend Police Department (BPD). Upon receiving a written request, the BPD shall collect applicable search and copy fees. Any reports involving an open investigation with BPD or open for review or prosecution with the District Attorney's Office will not be released.

Note: Public Records Law affords an agency a reasonable amount of time to respond to a request.



POLICE

555 NE 15TH STREET

BEND, OR 97701

541-322-2960 TEL

Relay Users Dial 7-1-1

541-322-2998 fax

bendoregon.gov

MAYOR

Gena Goodman-Campbell

MAYOR PRO TEM

Anthony Broadman

CITY COUNCILOR

Barb Campbell

Melanie Kebler

Megan Perkins

CITY MANAGER

Eric King

POLICE CHIEF

Mike Krantz

Public Records Request

Are you a member of a federal agency? ☐ Yes ☐ No

Does your request relate to immigration enforcement? ☐ Yes ☐ No

Is information requested required as part of judicial subpoena issued for court proceeding or by another compulsory court-issued legal process? ☐ Yes ☐ No

*For report copy, please provide as much detail as possible: Case Number _____

(and/or) Name of Person Listed in Report _____ Date of Birth _____

Incident Date _____ Time _____ Location _____

Reason for Requesting Report _____

Background Check Request

Name of Person _____ Date of Birth _____

List any AKA (also known as) Names _____

Fee Schedule: Cash, Credit/Debit Card, Cashier's Check or Money Order Accepted—Payable at Time of Request

Report:	\$20.00 (1–10 pages) / \$0.15 each additional page	Photo(s) / Video(s):	\$40.00 per emailed link
Redaction:	\$13.00 per 15-minute increments	Background Check:	\$30.00

Additional fees may apply to larger reports or research time per City of Bend Fee Schedule

**see Section 6.1 Police [Fees and Charges | City of Bend \(bendoregon.gov\)](https://www.bendoregon.gov/fees-and-charges)

Requestor Detail

Printed Name _____ Date _____

Telephone _____ Email _____

Mailing Address _____

Street / Apt

City / State / Zip

BPD Routing

Received by	_____	Date	_____	Amount Due / Paid	_____
Completed by	_____	Date	_____	Second Verified by	_____
				Date	_____

Submit
Your
Request

Email Form:

BPDRecords@bendoregon.gov