

## REQUEST FOR PUBLIC RECORDS

Public records may be requested online. Visit [www.cityofbangormi.org](http://www.cityofbangormi.org) for additional information.

I. Requestor Information			
The name, mailing address, and either a valid telephone number or email address of the individual making the request are required pursuant to MCL 15.233(1).			
Name of Requesting Person	Phone	Email Address	
Street Address	City	State	Zip Code
Entity Representing, if applicable	Client name, insured name, file/reference number		
II. Type of Record Requested			
Mark the checkbox for the type of record being requested. <input type="checkbox"/> Incident (Police) Report <input type="checkbox"/> UD-010 Traffic Crash Report (Statutory \$15.00 Fee) <input type="checkbox"/> Photographs <input type="checkbox"/> In-car camera video* <input type="checkbox"/> Body-worn camera video* <input type="checkbox"/> Other record: *Please note: Requesting video increases the costs and processing time of a records request.			
III. Describe the Record			
Complete all applicable fields with as much detail as possible.			
<b>Incident</b>			
Incident (Police) Report Number	Date of Incident	Location Where Incident Occurred	
<b>Other</b>			
Additional description of records			
IV. Method of Access			
<input type="checkbox"/> Pick Up <input type="checkbox"/> Mail to requestor (To address in Section I) <input type="checkbox"/> Mail to another address (Complete fields below)			
Street Address	City	State	Zip Code
<input type="checkbox"/> Inspect Copies by Appointment If this option is selected an inspection time will be arranged with the FOIA Coordinator at the City of Bangor Police Department/City Hall located at 257 W Monroe St Bangor, MI 49013.			
<b>Submit form via <u>one</u> of the following methods:</b>			
<b>Email:</b> <a href="mailto:clerk@cityofbangormi.gov">clerk@cityofbangormi.gov</a>		<b>Mail:</b> City of Bangor Attn: FOIA Coordinator 257 W Monroe St Bangor, MI 49013	