



Chief Joseph A Desmond

# TOWN OF WILMINGTON

MASSACHUSETTS

## POLICE DEPARTMENT

One Adelaide Street  
Wilmington, MA 01887



978-658-5071  
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### **WILMINGTON POLICE DEPARTMENT** **REPORT REQUEST FORM**

**PLEASE PRINT CLEARLY AND LEGIBLY**

*Please complete the following to assist our Records Department process your request.*

*Request can be emailed to [Publicrecords@wpd.org](mailto:Publicrecords@wpd.org)*

I \_\_\_\_\_ hereby request a copy of an incident report or log entry regarding  
(Person Making Request - **Please Print**)

Incident Number: \_\_\_\_\_ - \_\_\_\_\_. This incident occurred on or about \_\_\_\_\_  
(Month) (Day) (Year)

**Report Type (Check One):**

Incident Report: \_\_\_\_\_ Accident Report: \_\_\_\_\_ All Others: \_\_\_\_\_  
(Please Specify)

**Involved Party or Parties:**

\_\_\_\_\_ And \_\_\_\_\_  
(Party #1) (Party #2)

**Incident Location:**

\_\_\_\_\_  
(Street Address)

Date Requested: \_\_\_\_\_ Signed: \_\_\_\_\_  
(Signature of Person Making Request)

Requester's Email \_\_\_\_\_ Phone Number \_\_\_\_\_

**To be filled out by the Police Department staff:**

The requestor's identification has been checked **AND**

1) The report was provided to the requestor on \_\_\_\_\_ by \_\_\_\_\_  
(Date) (Provider's Name - **Please Print**)

2) Report will be left for pick up at Duty Desk on \_\_\_\_\_ Date report was left at duty desk on \_\_\_\_\_  
(Date) (Date)

**Notes:**