



SUFFOLK COUNTY POLICE DEPARTMENT
 ACCREDITED LAW ENFORCEMENT AGENCY
APPLICATION FOR PUBLIC ACCESS TO RECORDS

PDCS-5414e

SECTION 1. TO BE COMPLETED BY APPLICANT

TO: Central Records
 Police Department
 Yaphank, N.Y. 11980 Tel: 631-852-6015

Freedom of Information Officer
 Command: _____
 Address: _____

I HEREBY APPLY FOR A CERTIFIED COPY OF THE REPORT/RECORD DESCRIBED BELOW (please supply as much of the listed information as possible, printing your entries with a ball point pen):

| | | | |
|--------------------------------------|---|--|---------------------|
| APPLICANT'S NAME (FIRST, INIT, LAST) | | APPLICANT'S SIGNATURE | DATE OF APPLICATION |
| APPLICANT'S ADDRESS | | APPLICANT'S PHONE | |
| NAME OF BUSINESS/FIRM | | NAME OF CLIENT REPRESENTED | |
| CHECK 1A or 1 B: | 1A <input type="checkbox"/> MOTOR VEHICLE ACCIDENT REPORT | 1 B <input type="checkbox"/> OTHER REPORT/RECORD (Describe in item 2, below) | |

2. DESCRIPTION OF REPORT OR RECORD (IF OTHER THAN A MOTOR VEHICLE ACCIDENT REPORT)

3. NAMES OF DRIVER(S)

| | | | |
|---------------------------|-----------------|----------------------------|--|
| 4. NAME OF COMPLAINANT | | 5. NAME OF VICTIM | |
| 6. DATE OF OCCURRENCE | 7. PRECINCT NO. | 8. CC NUMBER | |
| 9. LOCATION OF OCCURRENCE | | 10. MAIL REPORT/RECORD TO: | |

SECTION 11 FOR USE BY DEPARTMENT FREEDOM OF INFORMATION OFFICER ONLY

- APPROVED
 - * APPROVED WITH REDACTIONS
 - * PARTIAL APPROVAL
 - * DENIED
 - RECORD CANNOT BE FOUND AFTER DILIGENT SEARCH
 - RECORDS ARE NOT POSSESSED OR MAINTAINED BY THIS AGENCY
 - ADDITIONAL INFORMATION NEEDED _____
 - THIS INCIDENT IS NOT WITHIN OUR JURISDICTION
 - RECEIPT OF THIS REQUEST IS ACKNOWLEDGED. THERE WILL BE A DELAY IN SUPPLYING THE REQUESTED RECORD UNTIL _____ FOR THE FOLLOWING REASON:

 - OTHER _____
- SEE ATTACHMENT (PDCS-5414-1) FOR EXPLANATION

| | | |
|-----------|---------------------------------------|------|
| SIGNATURE | TITLE: FREEDOM OF INFORMATION OFFICER | DATE |
|-----------|---------------------------------------|------|

YOU HAVE THE RIGHT TO APPEAL A DENIAL OF THIS APPLICATION IN WRITING TO THE OFFICE OF THE COUNTY ATTORNEY WITHIN 30 DAYS OF THE DENIAL. INFORMATION AS TO THE PERSON TO CONTACT IS SHOWN BELOW. THE CONTACTED PERSON MUST RESPOND TO YOU IN WRITING WITHIN TEN BUSINESS DAYS OF RECEIPT OF YOUR APPEAL.

SUFFOLK COUNTY ATTORNEY: H. LEE DENNISON BUILDING
 100 VETERANS MEMORIAL HIGHWAY
 P.O. BOX 6100
 HAUPPAUGE, N.Y. 11788