



# PUEBLO COUNTY SHERIFF'S OFFICE

909 COURT ST, PUEBLO, CO 81003

(719) 583-4809/6442 OFFICE / (719) 583-4945 FAX

APPLICATION FOR RELEASE OR INSPECTION OF CRIMINAL JUSTICE RECORDS

Report #: \_\_\_\_\_

Your Name: \_\_\_\_\_ DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_  
(Please print)

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Phone #: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Agency or Relationship to: (Victim, Suspect, etc.)

Regarding the incident which occurred on [Date] \_\_\_\_\_ at (location) \_\_\_\_\_

Involving: NAME: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ SS# \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Purpose for requesting the report: \_\_\_\_\_

PLEASE CHECK BOX BELOW NEXT TO THE RECORD BEING REQUESTED:

Report (Sheriff's report/criminal or DUI) \$5.00 for first ten pages; \$.25 per page thereafter

Background Check (Records of Official Action) \$10.00

Photo \$5.00       DVD/CD \$25.00       Other: \_\_\_\_\_

In Custody Letters \$5.00/\$15.00 per hour       Research Fee: \$15.00 per hour

NOTE: FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE

Please mail request to above address       Please call when ready to pick-up

**NOTE: It is important that you fill in all the blanks possible on this form to ensure you receive the correct requested information!      \*\* THIS FORM MUST BE SIGNED \*\***

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Note: According to the Colorado Revised Statute 24-73-305.5, records of official action, criminal justice records, or the names, address, telephone numbers, and other information in such records shall not be used by any person for the purpose of soliciting business for pecuniary gain. The Official Records Custodian shall deny any person access to records of official action and criminal justice records unless such person signs a statement which affirms that such record shall not be used for the direct solicitation of business for pecuniary gain.  
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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**\*\*Signature of Applicant:** \_\_\_\_\_

|  |   |                                   |                                  |
|--|---|-----------------------------------|----------------------------------|
| <b>OFFICIAL USE ONLY</b>                               | ID Verified: YES <input type="checkbox"/> | NO <input type="checkbox"/>       | ID/Driver's License #: _____     |
| Search while applicant waited <input type="checkbox"/> | Delayed Search <input type="checkbox"/>   | Granted: <input type="checkbox"/> | Denied: <input type="checkbox"/> |
| Applicant notified: <input type="checkbox"/> In person | <input type="checkbox"/> By Phone         | <input type="checkbox"/> By Mail  | Amount Paid: \$ _____            |
| Date Released: _____                                   | CJRT who released: _____                  |                                   |                                  |