

# WORCESTER POLICE DEPARTMENT

## REQUEST FOR PHOTOCOPY

Requests for photocopies are limited to the reports listed on this form.

Each request must be accompanied by a separate check for either \$2.00 or \$5.00 depending on report selected and a self-addressed envelope to expedite mailing. Make checks payable to the CITY OF WORCESTER and mail to BUREAU OF RECORDS, WORCESTER POLICE DEPARTMENT, 9-11 Lincoln Sq., Worcester, Massachusetts 01608.

### MAIL SERVICE DIRECTIONS

Name of Person to Whom Report is to be Sent _____	Telephone _____
Address _____	
City / Town _____	State _____ Zip _____

**MOTOR VEHICLE ACCIDENT**  Include check for \$5.00 – (Accident Report). Each additional page - \$1.00.

DATE AND TIME OF ACCIDENT \_\_\_\_\_

**VEHICLE NO. 1** OPERATOR'S NAME (Owner if parked) \_\_\_\_\_

**VEHICLE NO. 2** OPERATOR'S NAME (Owner if parked) \_\_\_\_\_

LOCATION OF ACCIDENT \_\_\_\_\_  
Street or Intersection \_\_\_\_\_

Check report required and include check for \$2.00 – Two (2) pages or less. Each additional page - \$1.00 each.

**AUTO THEFT**  **ATTEMPTED AUTO THEFT**  **VEHICLE RECOVERED?** YES NO  
(Stolen MV)

LOCATION OF THEFT \_\_\_\_\_  
STREET CITY STATE

LOCATION OF RECOVERY \_\_\_\_\_  
STREET CITY STATE

DESCRIPTION OF VEHICLE \_\_\_\_\_

REGISTRATION PLATE NUMBER \_\_\_\_\_ STATE \_\_\_\_\_

OWNER OF VEHICLE \_\_\_\_\_

DATE AND TIME OF THEFT \_\_\_\_\_

THEFT REPORTED TO POLICE BY \_\_\_\_\_

Check report required and include check for \$2.00 – Two (2) pages or less. Each additional page - \$1.00 each.

**BURGLARY**  **LARCENY**  **VANDALISM**  **INJURED**  **ARREST**  **OTHER**   
(Not related to MV accident) (Describe)

NAME \_\_\_\_\_

NAME OF BUSINESS (if applicable) \_\_\_\_\_

LOCATION OF CRIME / INCIDENT \_\_\_\_\_

DATE AND TIME OF CRIME / INCIDENT \_\_\_\_\_

CRIME / INCIDENT REPORTED TO POLICE BY \_\_\_\_\_

### DO NOT WRITE BELOW THIS LINE – FOR POLICE USE ONLY

No record of the above described incident being investigated by this department or having been filed at this bureau. Your check is returned herewith.

Your check is being returned herewith. It is excessive / insufficient for report requested.