

Stockton Unified Department of Public Safety/Records 640 N. San Joaquin St., Stockton Ca 95202 is open Monday-Friday from 8:00-4:00, except for school district observed holidays. All records request, made in person, by phone, mail or via fax or email will be processed during business hours.

For questions regarding records you may email policedispatch@stocktonusd.net or call 209-933-7085 x 2. Please advise that you are calling regarding Records. Only general records information may be answered using these formats. If you have questions regarding the status of your case, please contact the officer who took the report. If you do not have their contact information, please contact the Dispatch department and leave your email and phone number. They will message the officer who will make contact during their next shift.

Reports may contain redacted (blacked out) information and missing pages. Redactions are required by laws and policies which govern the release of police information.

If you wish to obtain an unredacted report you may ask for a Petition to Obtain Report. You must turn in the completed petition to the following address for approval. Once it has been granted, signed and stamped by the juvenile court judge, you must include it with your completed report request, submitted to the above address.

If your request meets the criteria for release of disclosable public records and is not currently under investigation, it will be available for purchase upon receipt of completed form. The department has 10 business days to contact you regarding a date the report should be available for pick up in person. While the Records department does their best to provide you with the report during this time frame, the date may be extended as needed with a reasonable time frame for pick up. All requests are submitted to the Chief of Police, who uses California law to confirm Need to Know/Right to Know regarding the request. Once this is complete, the Records department will contact you regarding the report availability.

ID will be required to pick up the report. The report will be released only to the requesting party or an authorized representative with proper documentation and ID.

There is a \$10.00 charge per report copy. You may NOT duplicate or copy in any way any report from Stockton Unified Department of Public Safety. This is due at the time you pick up your report. Stockton Unified Department of Public Safety accepts ONLY Money Orders or EXACT change/cash. You will be issued a receipt with your report. Money Orders are made payable to:

**Stockton Unified Department of Public Safety
Records Request
640 N. San Joaquin St.
Stockton, Ca 95202**

If you are requesting a copy of an incident report, the same procedures must be followed.

*Crime reports may be released to the victim or authorized agent only per Gov. Code 7923600-7923.625
Traffic reports may be released to any person or owner involved in the accident or their authorized agent per vehicle code 20014.*

Only reports or portions of reports authorized for release by Gov. Code 7923.600-7923.625 will be released

Requesting Party contacted Y N Method: _____ By _____
First Contact _____ / _____ Second Contact _____ / _____ Third Contact _____ / _____

Requesting Party contacted Y N Method: _____ By _____
First Contact _____ / _____ Second Contact _____ / _____ Third Contact _____ / _____