



DELAWARE RIVER PORT AUTHORITY
POLICE DEPARTMENT

RECORDS REQUEST FORM

ATTN: CENTRAL POLICE RECORDS
OFFICE 856.968.3351/3352
OFFICE 215.218.3750 EXT. 3351/3352
FAX 856.968.3365

Procedures for obtaining copies of Delaware River Port Authority Police reports and photographs.

Reports “will not” be given to anyone applying in person.

All request for reports must:

1. Be in writing by completing the reverse side of this form; and
2. Be accompanied by a check or money order (**do not send cash**) made payable to: “DRPA”


Checks or money orders may be mailed to:

DELAWARE RIVER PORT AUTHORITY
POLICE DEPARTMENT
Benjamin Franklin Bridge Plaza
Administration Building
ATTN: CENTRAL RECORDS
P.O. Box 1949
Camden, NJ 08101-1949

The fee schedule is as follows:

Accident Reports / Minor Incidents / Traffic Violations / HNI - Non-Indictable Violations (<i>Non-Criminal</i>) \$10.00 each
Arrest Reports / Major Incidents / HNI - Non-Indictable Violations (<i>Criminal '2C:'</i>) \$20.00 each
Additional Reports and Picture Pages (<i>2 photos per page</i>) \$2.00 per page

Very truly yours



John L. Stief
Acting Chief of Police

RECORDS REQUEST FORM - continued

To obtain copies of Delaware River Port Authority police reports, please provide the information requested in section "A & B" and return this form with proper fee to the Authority.

SECTION "A"

Section A & B are to be completed by requesting party

Name of Requesting Party: _____

Please send reports to Address: _____

Telephone Number: _____

SECTION "B"

<u>DRIVER</u>				<u>OWNER</u>
Name: _____				Name: _____
Address: _____				Address: _____
City, State: _____				City, State: _____
Zip: _____				Zip: _____
YEAR	MAKE	MODEL	REGISTRATION PLATE	INSURANCE COMPANY
DATE		TIME	LOCATION	INSURANCE POLICY

SECTION "C"

Section C is to be completed by Police Officer

TYPE OF REPORT REQUESTED:

Accident Report Arrest Report Traffic Summons Non-Indictable 'HNI' Violation (*Criminal & Non-Criminal*)

Other - Explain _____

Delaware River Port Authority Police Case Number: _____

Police Officer Name & Badge #: _____

FACILITY LOCATION: Betsy Ross Bridge Benjamin Franklin Bridge
 Commodore Barry Bridge Walt Whitman Bridge
 Transit Unit Other - Explain _____

Remarks: _____