



Citrus Heights Police Department
6315 Fountain Square Drive, Citrus Heights, CA 95621 (916) 727-5500

Code Enforcement Public Records Request

(Complete a separate form for each address)

For Property Located at:

PROPERTY ADDRESS

REQUESTORS INFORMATION

NAME: TODAY'S DATE:

YOUR MAILING ADDRESS:

TELEPHONE: CELL PHONE:

EMAIL:

YOUR RELATIONSHIP TO THE PROPERTY
☐ PROPERTY OWNER ☐ PROPERTY MANAGER ☐ OTHER
☐ CURRENT TENANT ☐ FORMER TENANT ☐ NEIGHBOR

REQUESTED DOUCMENTS/INFORMATION (Be as specific as possible)

<input type="checkbox"/> OFFICER REPORT	APPROXIMATE DATE(S) OF ACTIVITY: _____
<input type="checkbox"/> NOTICES	DESCRIPTION: _____
<input type="checkbox"/> PHOTOS	_____
<input type="checkbox"/> CITATIONS	_____
<input type="checkbox"/> OTHER	_____

OFFICIAL USE ONLY

Identification Verified(if applicable) <input type="checkbox"/> No <input type="checkbox"/> Yes ID# _____	Information Provided <input type="checkbox"/> All <input type="checkbox"/> Partial (See Below) <input type="checkbox"/> Redacted <input type="checkbox"/> Not Redacted Method of Release <input type="checkbox"/> In Person <input type="checkbox"/> Mail <input type="checkbox"/> Fax <input type="checkbox"/> Viewed	Authorization <input type="checkbox"/> Approved <input type="checkbox"/> Denied Reason for Denial: _____ _____ <input type="checkbox"/> Notification of denial provided <input type="checkbox"/> In Person <input type="checkbox"/> Mail <input type="checkbox"/> Fax <input type="checkbox"/> Phone <input type="checkbox"/> Email
--	---	---

Requested Completed by: Date Completed: Pages Provided: