

## How to Request a Copy of a Report

In order to request a report, please call (626) 330-3322 prior to arriving at Industry Station with the file/report number of your case, to check if the report is **available**.

In certain instances, the report *may not* be available due to ongoing investigations or the report may be unavailable to the public.

When the report is ready, come to the Industry Station lobby and pay the associated fee for the report.

Criminal and Non-criminal reports	\$23
Repossession Fees	\$23
Traffic Collisions reports	\$23

\*In cases of Domestic Violence, the victim shall receive a copy of the police report at no cost\*

### ***Please Note:***

- Cash or checks are accepted only, no ATM/Credit Cards

### ***Restrictions on receiving a copy of a Sheriff's Report:***

- To receive a copy of a traffic collision, you must either be a party listed on the collision report or an employee of a representing insurance agency.
- To receive a copy of a criminal report, you must either be a party listed on the report or the listed victim.
- Persons who are not listed as parties on the report will not be able to purchase a report