



PONTIAC POLICE

**KEEPER OF THE RECORDS
110 E. Pike Street
Pontiac, MI 48342**

**Phone: 248-758-3477
Fax: 248-253-0288**

FREEDOM OF INFORMATION ACT REQUEST

DATE: _____

FROM: _____

PHONE NO.: _____

RE: _____

D.O.B.: _____

DATE OF INCIDENT/ARREST: _____

CHARGE: _____

Dear Sir:

Pursuant to the Michigan Freedom of Information Act, please be advised that the undersigned for _____ is herewith requesting that your office provide me with photocopies of all police reports, general incident reports, photos, and/or any other written documents you have pertaining to the above-referenced arrest on _____.

If you are unable to provide me with these documents, please indicate so that I may take the appropriate action to obtain the same.

Respectfully,

**Police Records Clerk
Records Section**