



**Waterford Police Department**  
 5150 Civic Center Drive  
 Waterford, MI 48329  
 www.waterfordmi.gov/police  
 248-674-0351  
 Fax: 248-673-5190

**REQUEST FOR PUBLIC RECORDS**  
**MICHIGAN FREEDOM OF INFORMATION ACT**

Please print the following: Today's Date \_\_\_\_\_

1. Name of person making this request \_\_\_\_\_
2. Company representing \_\_\_\_\_  
 Street address \_\_\_\_\_  
 City \_\_\_\_\_ State/Zip Code \_\_\_\_\_
3. Mailing address (if different) \_\_\_\_\_
4. Telephone number \_\_\_\_\_
5. E-mail address \_\_\_\_\_
6. Your client or insured \_\_\_\_\_
7. Complaint number \_\_\_\_\_
8. Type of report requested \_\_\_\_\_  
 \_\_\_\_\_
9. Name referred to in record \_\_\_\_\_
10. Date of event \_\_\_\_\_
11. Location of event \_\_\_\_\_
12. Specific event involved \_\_\_\_\_  
 \_\_\_\_\_

Signature \_\_\_\_\_

**NOTE: If the information requested pertains to someone other than the requestor, the Waterford Township Police Department retains the right to demand notarized authorization to release the records from the person who is the object of said request.**

Request received by \_\_\_\_\_ Date \_\_\_\_\_

- Your request has been granted.
- Your request has been denied.
- Your request has been partially granted and partially denied.

*“to protect and to serve ”*