



## Written Request to Examine Records

Return Methods: Physical Address: 625 E. Humbolt St, Pocatello ID 83209 Or Email: [pubsafe@isu.edu](mailto:pubsafe@isu.edu)

\_\_\_\_\_  
Your name (please print)

\_\_\_\_\_  
Telephone number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

The report number I am requesting is: \_\_\_\_\_

If report number is unknown, briefly describe when and where the incident occurred and who was involved:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How do you want your report returned?

- ☐ Pick up from the Public Safety building at 625 E. Humbolt St.  
☐ Mailed to the following address: \_\_\_\_\_  
☐ Emailed to: \_\_\_\_\_

I am listed in this report as:

- |                                  |                                |
|----------------------------------|--------------------------------|
| <input type="checkbox"/> Victim  | <input type="checkbox"/> Other |
| <input type="checkbox"/> Witness | <input type="checkbox"/> N/A   |
| <input type="checkbox"/> Suspect |                                |

I am the parent/guardian of a juvenile listed in this report as:

- |                                  |                                |
|----------------------------------|--------------------------------|
| <input type="checkbox"/> Victim  | <input type="checkbox"/> Other |
| <input type="checkbox"/> Witness | <input type="checkbox"/> N/A   |
| <input type="checkbox"/> Suspect |                                |

*I understand that the information received cannot be used as a mailing list or a telephone number list. I also understand that the use of reports, documents and media obtained from ISU Public Safety in a manner that is illegal, slanderous, or otherwise inappropriate may result in criminal prosecution and/or civil litigation.*

*In accordance with State Records and Federal FERPA laws some information may be redacted from the report in order to maintain compliance with these laws.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_