



METROPOLITAN POLICE DEPARTMENT – CITY OF ST. LOUIS
REQUEST FOR CRASH REPORT/CRIMINAL INCIDENT REPORT



This form may be submitted ONLY by persons involved in crashes or criminal incidents, or their authorized representatives. Persons NOT involved, insurance companies, or attorneys must submit an online or written Sunshine request. Release is subject to provisions of Section 610.100.4 of the Missouri Sunshine Law.

Mail or submit form in-person to: Records Service Center, 1915 Olive Street, St. Louis, MO 63103
For instructions on how to submit an online request, please visit www.slmpr.org/records.shtml.

A. I AM SUBMITTING THIS REQUEST (Select One):

- IN-PERSON *BY MAIL _____ ONLINE
 Mail to: _____

**All requests submitted by mail or online must be properly notarized.*

B. REQUESTOR NAME _____ **PHONE** _____ **EMAIL** _____

C. INVOLVED PERSON (If Different than Requestor): _____

Involvement was the (Required):

- Driver Passenger Pedestrian Property Owner Victim Suspect

- I am involved in this incident OR requesting this report on behalf of a **deceased or incompetent* person who was an involved person. **Requires proof of relationship-see section E.*
- I am NOT involved in this incident but requesting this report on behalf of an involved party, with the below authorized release.
 - I am the involved party named in this report and I authorize SLMPD to release this report to the following individual.

(Involved Person Name. Please Print. Signature and Notarization Required Below)

D. COMPLETE AS MUCH OF THE FOLLOWING INFORMATION AS POSSIBLE TO ASSIST IN LOCATING THE REPORT:

Date of Incident: _____ / _____ / _____ Complaint Number: _____
Month Day Year

Name of Person(s) Involved: _____

Type of Incident: _____

Incident Location: _____

E. IDENTIFICATION VERIFICATION:

- For an in-person request, you must display State-issued photo identification OR a valid passport. If the information requested does not involve you, the report must be notarized by the involved person.
- All mail and/or online requests require notarization.
- Proof of relationship is required if you are requesting a report of a deceased or incompetent involved party or a minor. You must be a close relative (e.g., spouse, child, parent, grandparent, or have a statement from a doctor).

F. REQUESTOR SIGNATURE: _____ **ID SOURCE:** _____
(Required) (Internal Use)

G. INVOLVED PARTY SIGNATURE: _____
(Required if #2 of Section C is checked and completed)

H. NOTARY (If Required):
 State of Missouri _____ } ss
 County of _____ }

I, _____, a Notary Public, do hereby certify that on the _____ day of _____, 20____, personally appeared before me, _____, who declares he/she is the individual executing the foregoing document in the capacity herein set forth and declared that the statements herein contained are true.

IN WITNESS WHEREOF, I have hereunto set my hand and seal the day and year before written.

Notary Public
