



**CALEDONIA POLICE DEPARTMENT
RECORDS INVOICE FORM**

TODAY'S DATE:

Reports: \$1.00 plus \$.25 per page

Photos: \$20.00 per disk regardless of how many photos are included. (Prints \$2.00 each)

DVD/USB Recordings: \$25.00 per item.

Archived Reports: \$20.00 per hour- if document fee proceeds \$50.00 fee will be TBD

***Prepayment is required for all citizens**

COMPANY NAME:	
ATT/REQUESTOR:	
ADDRESS:	
PHONE:	
FAX:	
CASE #/DEFENDANT NAME	

Additional Notes:

Once prepared, I wish to:

_____ Pick up my request at the Caledonia Police Department (Open M-F 8a-5p)

_____ Have the records mailed to my address (\$1.50 for reports or \$3.00 for discovery, will be added)

_____ Have the record faxed to _____ (\$1.00 plus \$.50 per page)

_____ Have the record sent via email to _____ (\$1.00 plus \$.50 per page)

FOR OFFICIAL USE ONLY

Please make checks payable to:
Caledonia Police Department
6900 Nicholson Road
Caledonia, WI 53108

DVD/USB:

PHOTO DISKS:

REPORT:

Total Due:

***Please satisfy within 30 days of invoice date. Failure to do so will require prepayment on all future requests.**