



OTTAWA POLICE SERVICE SERVICE DE POLICE D'OTTAWA

REQUEST FORM FOR COPIES OF POLICE REPORTS

NAME					DATE OF BIRTH	
ADDRESS						
CITY		PROVINCE		POSTAL CODE		
TELEPHONE NUMBER			EMAIL			
REQUESTING	☐ COPY OF A GENERAL OCCURRENCE REPORT				REPORT NUMBER	
	☐ COPY OF A MOTOR VEHICLE ACCIDENT REPORT				If more than one report, please file separate requests	
☐ OTHER (911 call, etc), please indicate:						
If you do not have a report number, please give detailed information, in the space below, about the requested information, such as location, date and time of the event(s).						
SIGNATURE					DATE	

Please see the [Ottawa Police Service fees webpage](#) for a full list of fees. Please provide copies of two pieces of government-issued identification (one with a photo), along with payment, for each submission, and mail us your request or schedule an appointment to visit us in person to complete your request. **As of May 1, 2023, we no longer accept requests for copies of reports by email.**

Personal information on this form is only collected to process and respond to your request. Questions about this collection of this information should be sent to the Freedom of Information and Privacy Coordinator at FOIrequests@ottawapolice.ca.