



# UNIVERSITY OF NEBRASKA-LINCOLN POLICE DEPARTMENT

## Records Request Form

300 N. 17<sup>th</sup> Street  
PO Box 880634  
Lincoln, NE 68588-0634  
Phone: 402-472-2222 Fax: 402-472-7972  
[updrecords@unl.edu](mailto:updrecords@unl.edu)

This form is used to document requests for the University of Nebraska-Lincoln Police Department to provide its records. It must be completed and signed by any individual/agency requesting the information.

### Requestor Information:

Requestor Type:  Civilian/Self  Law Enforcement  Insurance Company

Agency/Company Name (if applicable): \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Delivery Method:  In Person  Regular Mail  Fax  Email (Public Records Only)

### The following records are being requested:

Case Number: \_\_\_\_\_ Report Type:  Incident Report  Accident Report  Citation

Other (Explain): \_\_\_\_\_

Case Number: \_\_\_\_\_ Report Type:  Incident Report  Accident Report  Citation

Other (Explain): \_\_\_\_\_

Case Number: \_\_\_\_\_ Report Type:  Incident Report  Accident Report  Citation

Other (Explain): \_\_\_\_\_

\_\_\_\_\_  
Requestor Signature

\_\_\_\_\_  
Date

### FOR POLICE USE ONLY

- The University Of Nebraska Lincoln Police Department does not have any final dispositions on file as of the processing date.
- The final dispositions on file with the University of Nebraska-Lincoln Police Department as of the processing date are attached.

Notes:

Received By: \_\_\_\_\_ Employee #: \_\_\_\_\_ Date: \_\_\_\_\_

Processed By: \_\_\_\_\_ Employee #: \_\_\_\_\_ Date: \_\_\_\_\_

Request was:  Approved  Denied