

# **Oregon State Police Public Records Request Form Instructions**

The "Request for Oregon State Police Records" form is provided to make requests for citations, reports and other records easier for the general public. Please provide as much information as possible so your request may be processed correctly. If you are requesting discovery for a violation please include your court date on the request form. Illegible or missing information may result in an incorrect or incomplete response. Please type or print clearly.

The form may be mailed, emailed or faxed to:

**Oregon State Police**  
**Attn: Central Records Section**  
**3565 Trelstad Ave. SE**  
**Salem, Oregon 97317**  
**Fax: 503-378-6300**  
**Email: [central.records@state.or.us](mailto:central.records@state.or.us)**

Please submit the signed request form and mail the minimum processing fee of \$10 in check or money order payable to Oregon State Police. Once the request has been reviewed, you will be advised of any additional fees. For information regarding fees, please see our fee schedule.  
[http://www.oregon.gov/OSP/PRR/pages/prr\\_policy.aspx#fees](http://www.oregon.gov/OSP/PRR/pages/prr_policy.aspx#fees)

**DMV CRASH REPORTS should be requested directly from the DMV at: (503) 945-5098.**

Questions about Oregon State Police public record requests may be directed to (503) 378-3725 ext. 44444 or e-mail: [central.records@state.or.us](mailto:central.records@state.or.us)