



Town of Boxford  
Department of Police  
285 Ipswich Road  
Boxford, Massachusetts 01921  
(978) 887-8135  
Chief James B. Riter



## Police Report Request Form

Release of any record is subject to the provisions of the Public Records Law

Date \_\_\_\_\_ Your phone # \_\_\_\_\_

Where you can be reached during the day

Requested by \_\_\_\_\_

If you are unable to pick up in person we need your information to contact you.

Incident date: \_\_\_\_\_ If available, Incident # \_\_\_\_\_

Motor Vehicle Crash Report, investigated by officer.

Incident/Criminal Report

Pick up at station  Fax to \_\_\_\_\_

Name and fax number

Mail to \*\* Name: \_\_\_\_\_

\*\* MVC records only\*\*

Street: \_\_\_\_\_

City/Zip: \_\_\_\_\_

\*\* Please leave \$1.00 cash or check to 'Town of Boxford' for any MVC report being mailed. \*\*

Typically, reports are available within ten (10) days of the request. However, once an incident/criminal report has been released to the DA's office, requests should be made directly to that office.

Report fees are based on per page or hourly salary of preparer – whichever is less.

Questions may be directed to the Administrative Assistant in person or by phone.