



IPSWICH POLICE DEPARTMENT

15 Elm Street • Ipswich • Massachusetts • 01938 • (978)356-4343



REQUEST FOR REPORTS

Certain information may not be released, this includes, but not limited to, information regarding juvenile offenders, pending investigations, information that would impede investigations, and information that violates the right of personal privacy.

\$5.00 FEE for each report - **TO BE COLLECTED AT TIME OF REQUEST** (Request will not be processed without fee)

* Payment must be made as a money order or personal check, **NO cash accepted**,
Make check out to **Town of Ipswich**

PLEASE PROVIDE THE FOLLOWING INFORMATION:

YOUR PERSONAL INFORMATION		
Today's Date:	Phone Number:	
Name:		
Address:		
City:	State:	Zip Code:
INCIDENT REQUESTING INFORMATION FOR		
Type of records requested:	<input type="checkbox"/> accident	<input type="checkbox"/> arrest <input type="checkbox"/> other
Location of Incident:		
Date of Incident:	Time of Incident:	
Case Number (if known):		

----- POLICE DEPARTMENT USE ONLY -----

Date Request Received: _____ Amount Due: \$ _____

<i>Request Denied</i>	
<input type="checkbox"/> Pending Investigation	<input type="checkbox"/> Juvenile Reasons <input type="checkbox"/> Other _____
<input type="checkbox"/> Unable to process – reason _____	<input type="checkbox"/> Referred to _____
Denied by _____ Date _____	Notified By By: _____ Date: _____
<i>Request Approved</i>	
<input type="checkbox"/> Approved without deletions	<input type="checkbox"/> Approved with deletions
Approved By _____	Date _____

To: _____ Date: _____

This letter is in response to your request for records from this department.

- We have searched and have found no records.
- The records requested are entirely public and are enclosed without segregation.
- The records requested are entirely exempt from release and will not be provided to you. The specific exemption relied upon in the decision is checked off below.
- The records requested contain both public and non-public information. Non-public information has been segregated from the enclosed. The specific exemption(s) relied upon to exempt the segregated data is checked off below.

Massachusetts General Laws Chapter 4, Section 7, Clause 26 – Exemptions from the Public Records Act

A. Data exempted from disclosure by statute. The Specific statute is:

- | | | |
|---|--|---|
| <input type="checkbox"/> Abatement Applications C.59 S. 60 | <input type="checkbox"/> Evaluation of Special needs Children C.71B S.3 | <input type="checkbox"/> MCAD Investigations, C. 151B S. 5 |
| <input type="checkbox"/> Absentee Ballots C. 54 S. 108 | <input type="checkbox"/> Executive Sessions C. 30a S. 11a; C34 S. 9F; C. 39 S. 23B | <input type="checkbox"/> MTDC Corporate records, C. 40G S. 10 |
| <input type="checkbox"/> Air Pollution Control C. 111 S. 142B | <input type="checkbox"/> Fetal Death Reports, C. 111 S. 202 | <input type="checkbox"/> Mental Health facilities records, C. 123 S. 36 |
| <input type="checkbox"/> Alcohol treatment records C. 111b S. 11 | <input type="checkbox"/> Firearms Bureau Records C. 66 S. 10D | <input type="checkbox"/> Motor vehicle insurance merit rating, C. 6 S. 183 |
| <input type="checkbox"/> Bank Examination Records C. 167 S. 2 | <input type="checkbox"/> Genetically linked diseases testing records C. 76 S. 15B | <input type="checkbox"/> National Heritage Programs data, C. 66 S. 17D |
| <input type="checkbox"/> Blind Persons Records C. 6 S. 149 | <input type="checkbox"/> Financial Assistance to Handicapped or aged C. 66 S. 71 | <input type="checkbox"/> Patient Abuse Information, C. 111 S. 72I |
| <input type="checkbox"/> Business School License Applications C. 75D S. 3 | <input type="checkbox"/> Hazardous substance reports C. 111F S. 21 | <input type="checkbox"/> Patient's Rights Records, C 111 S. 70E |
| <input type="checkbox"/> Capital Facility construction project records C. 30 S. 39R | <input type="checkbox"/> Hazardous waste disposal site records C. 21D S. 6 | <input type="checkbox"/> Personal Data, C. 66A S. 1 |
| <input type="checkbox"/> Conflict of Interest requests for opinion C. 268A S. 22 | <input type="checkbox"/> Hazardous Waste facilities C. 21C S. 12 | <input type="checkbox"/> Aged Persons Protective Services records, C 19A S. 23 |
| <input type="checkbox"/> Consumer Protection Investigation C. 268 S. 6(6) | <input type="checkbox"/> Historical / archeological sites/specimen inventory C. 9 S. 26A | <input type="checkbox"/> Public Assistance Records, C. 66 s. 17A |
| <input type="checkbox"/> Criminal Offender Record information C. 6 S. 167 | <input type="checkbox"/> Home address / Phone numbers of Public Safety Personnel, victims of adjudicated crimes and Family planning service providers C 66 S. 10 | <input type="checkbox"/> Public Assistance Wage Reporting, C. 62E S. 8 |
| <input type="checkbox"/> Sealed Delinquency probation records C. 276 S. 100B | <input type="checkbox"/> Hospital Records C. 111 S. 70 | <input type="checkbox"/> Public Officers/Employees Financial Interest disclosures C. 268B S. 3 |
| <input type="checkbox"/> DSS Central Registry C. 119 S. 51F | <input type="checkbox"/> Reports of Hospital Staff Privilege revocation C. 111 S. 53B | <input type="checkbox"/> Rape Reports C. 41 S. 97D |
| <input type="checkbox"/> DYS Records C. 120 S. 21 | <input type="checkbox"/> Impounded Birth Records C. 46 | <input type="checkbox"/> Reyes Syndrome reports C. 111 S. 110B |
| <input type="checkbox"/> DPH Inventory of services C. 111 s. 25A | <input type="checkbox"/> Industrial Finance Agency Commercial or Financial data C 23A s. 31 | <input type="checkbox"/> Street Lists, Court Order Granting Protection C. 51 S. 4' |
| <input type="checkbox"/> Drug Addiction Treatment Records C.111e S. 18 | <input type="checkbox"/> Inspector General Investigations C 12A S 13 | <input type="checkbox"/> Student Records C. 71 S. 34D |
| <input type="checkbox"/> Employment agencies data C.140 S. 46R | <input type="checkbox"/> Insurance Records, C. 164 S. 85 | <input type="checkbox"/> Venereal Disease records C. 111 S. 119 |
| <input type="checkbox"/> Employment security data C.151A S. 46 | <input type="checkbox"/> Juvenile Records, C. 119 S. 60 | <input type="checkbox"/> Vocational rehabilitation records C. 6 S. 84 |
| <input type="checkbox"/> Exemption of Legislature C. 66 S. 18 | <input type="checkbox"/> Malignant Disease Reports, C. 111 s 111B | <input type="checkbox"/> Persons Requesting Sex Offender Registration information, C. 6 S. 178I |

B. Internal Rules and Practices

C. Identities of victims, witnesses, reporting parties or informants. Also medical information or anything of a personal nature.

D. Departmental memos

E. Personal notes of any employee

F. Investigative materials, including reports where court action is not yet completed. This includes motor vehicle citations where criminal charges are pending

G. Trade secrets

H. Contract Proposals and Bids

I. Appraisals of real property

J. Identities of Persons requesting or granting firearms licenses

What if I am denied information I think I am entitled to?

First, please call the Ipswich Police Department at 978-356-4343. If after doing so you still believe that you have been denied information you are entitled to, you may call the Secretary of the Commonwealth's Public Records Division at 617-727-2832.