

INFORMATION REQUEST FORM

Saline County Sheriff's Office

735 S. Neeley Street

Benton, AR 72015

Telephone: (501)303-5609

Fax: (501) 303-5747

Open records email address: FoiaRequest@scsosherriff.org

To access the Saline County Sheriff's Office website, please visit: <https://www.scsosherriff.org/>

Information about you (PLEASE PRINT NEATLY): Date: _____

Mr./Ms./Mrs. (circle one) YOUR NAME: _____

BUS. Name OR AGENCY (for whom you are requesting records or N/A): _____

BUS. /AGENCY street, City, State, Zip code: _____

YOUR ADDRESS: (street, City, State, Zip code) _____

YOUR PHONE NUMBER: primary (____) _____, alternate (____) _____

*YOUR Arkansas Driver's License Number _____

NOTE: If you are not providing an Arkansas driver's license as proof of Arkansas citizenship, what proof will you provide (must be provided with this request)?

*YOUR EMAIL ADDRESS: _____@_____.com

MY RELATIONSHIP TO THE SUBJECT NAMED IN THE RECORDS THAT I AM REQUESTING:

___ Self ___ *parent/legal guardian or custodian ___ Legal counsel/attorney ___ Spouse

___ Sibling ___ Other, explain: _____

*Proof of guardianship or custodianship must be provided with this request.

Information about the records you are requesting (PLEASE PRINT NEATLY):

Subject Name(s) listed in the record(s): _____

Subject Address (street, City, State, Zip code): _____, _____, _____, _____

Date(s) of Record: _____

I request copies of the following: ___ Incident Report ___ Accident Report ___ Supplements

___ Arrest Report ___ Booking Record ___ Investigative File ___ Interview Audio/Video

___ Training/Certifications ___ Other _____

Additional Information: _____

YOUR SIGNATURE: _____

You will receive a response within three business days of the date this request is received *by the FOIA Analyst*. If you have not received a response within three business days of the business days/hours of the FOIA Analyst, please email: foiarequest@scsosherriff.org.

All printed responses incur a cost. <https://www.scsosherriff.org/faq> . Scroll down to FOIA and then, "How much will my FOIA request Cost".