



La Crosse County Emergency Services

Public Safety Communications & Emergency Management

Law Enforcement Center

333 Vine Street

La Crosse, WI 54601-3200

9-1-1

608-785-9634

Fax 608-785-9858

email: 911Supervisors@lacrossecounty.org

OPEN RECORDS REQUEST

Pursuant to Wisconsin's Open Record Act - Wis. Stat. §§ 19.21-19.39 - <http://www.legis.state.wi.us/rsb/stats.html>

Date Request Made

Time

Date Needed By

Requester's Name

Requester's Agency

Requester's Address

Requester's Phone

Requester's email

Requester need not provide this information unless required in accordance with specific provisions of the Wisconsin Open Records Act.

TYPE OF REQUEST:

Phone Recording

Radio Recording

CAD Report

Emergency Management Plans

Administrative Records

Other _____

Date of Record

Time Span Needed

Incident Number/Jurisdiction

What Evidence Required:

Be Specific _____

Fee Information: Pursuant to County Resolution (45-84), the minimum fee for duplicate recordings shall be \$15.00 per compact disk. Additional charges may apply depending upon the length of record to be reproduced. A fee of \$3.00 per page of transcription of recordings, with a minimum charge of \$18.00, will be charged. The fee for photocopies of written documents shall be .25 cents per side of page. The fee for other copies shall be determined in advance at the time of request. Depending on the number of copies and type requested, the custodian may require reasonable advance notice. If mailing or shipping is necessary, the actual cost shall be charged. Other fees may be imposed per County Ordinance Section 5.35 and Wis. Stat. § 19.35 (3). Requests which exceed a total cost of \$5.00 shall require prepayment.

For Office Use Only

Telephone Workstation

Super (5)

Sec City (6)

City (7)

County (8)

Fire (9)

Sec Fire (10)

Call taker (11)

Radio Channels _____

Telecommunicators on Duty _____