

# Village of Pleasant Prairie Police Department Open Records Request Procedures

#### **Location**

Pleasant Prairie Police Department 8600 Green Bay Road Pleasant Prairie, WI 53158

### **Hours of Operation**

Monday – Friday 7:30 A.M. to 4:30 P.M. (Except for Holidays)

**Records Fees** 

Accident Report Front Counter \$5.00
Accident Report via Mail \$5.00

via Crashdocs.org \$5.00

General Reports \$ .25 / page

Audio \$15.00

Photos \$15.00 (<7 Photos \$2.00 / Photos)

Video \$15.00

USB Storage Drive \$4.00 16GB \$5.00 32GB \$7.00 64GB

### **Records Retrieval Methods**

In-Person E-mail: Records@pleasantprairiewi.gov

United States mail Fax: 262-694-7729

Telephone: 262-694-8912

## **Records Custodian**

Chief David Smetana