



Albany Police Department Crime Analysis Unit



External Request for Information Form

Date: _____ Person Requesting Data: _____

Organization: _____ Phone #: _____

Please Print or Type the Following Information

Type of Request:

- General Crime Analysis, involving a specific address or location
- Statistical information for the City, or an area within the City, by type of crime over a period of time
- Crime Maps
 - 8½” x 11” -\$.10 17” x 22” -\$.50 22” x 34” -\$.10.00 34” x 44” -\$.15.00
- Other

Cost of Information Request: The crime analyst will contact you if there is a cost associated with the production of this request. **Labor costs are additional.** The first 15 minutes of labor are free. Requests will be processed at the rate of \$19.85 per hour if longer than 15 minutes.

Production Time: Normal turn around time for requests is 5-7 business days.

Purpose of Request: _____

Detailed Specifications for Information Requested: _____

Comments: _____

Please Do Not Write or Type in Space Below

Request Number: _____ **Priority:** _____

Authorizing Signature: _____ **Date:** _____

Actual Job Hours / Minutes: _____ **Cost:** _____