

# MONTEZUMA COUNTY SHERIFF'S OFFICE

Dennis Spruell – Sheriff

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730 East Driscoll  
Cortez, CO 81321  
Phone: (970)565-8452  
Fax: (970)565-3731

## RECORDS RELEASE

**Please note:** Colorado law regulates the release of all public and criminal justice records: therefore some law enforcement records may not be releasable. In addition, we can only release the records of our agency. Reports from other agencies must be obtained from those agencies. Statewide records from Colorado Bureau of Investigation must be obtained through the CBI at (303)239-4208. Final dispositions must be obtained/verified through court records. All costs for reproduction of records have been authorized by the Colorado Revised Statute 24-72-306, and established by the Montezuma County Commissioners.

*Please complete for all Record Release Requests:*

Request Date: \_\_\_\_\_

Name of Requester: \_\_\_\_\_

Physical Address of Requester: \_\_\_\_\_

Phone Number: \_\_\_\_\_

***Affirmation by Requester is hereby understood and agreed upon by requester's signature below.***

Per CRS Sec. 24-72-305.5 Records of official actions and criminal justice shall not be used by any person for the purpose of monetary gain. The official custodians shall deny any person access to records of official actions and criminal justice records unless such person signs a statement which affirms that such records shall not be used for the direct solicitation of business for monetary gain. By signing below, I affirm that I shall not use the requested information for direct solicitation of business for monetary gain and acknowledge that such violation is a Class 3 Misdemeanor under Colorado Revised Statutes.

Requestors Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Identification Type – Number: \_\_\_\_\_ Expiration: \_\_\_\_\_

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Records Use Only  
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Case Number: \_\_\_\_\_

Type of Incident: \_\_\_\_\_

Occurrence Date: \_\_\_\_\_

Person Named in Report: \_\_\_\_\_

Report Cost: \_\_\_\_\_ Processed By: \_\_\_\_\_ Date: \_\_\_\_\_

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## Application for Local – Background History

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Race: \_\_\_\_\_ Sex: \_\_\_\_\_

I request and authorize the Montezuma County Sheriff's Office to complete a Local criminal History check on myself.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Identification Type – Number: \_\_\_\_\_ Expiration: \_\_\_\_\_

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**Records Use Only**  
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A records check has been completed as requested by the applicant. The results of which are as follows:

[ ] No criminal record on file with the Montezuma County Sheriff's Office.

[ ] Applicant **does** have a criminal and/or misdemeanor record with the Montezuma County Sheriff's Office. Please check with court for dispositions. See below for offenses.

Date: \_\_\_\_\_ Case #: \_\_\_\_\_ Offense: \_\_\_\_\_ Suspect(S) / Arrest (A): \_\_\_\_\_

Date: \_\_\_\_\_ Case #: \_\_\_\_\_ Offense: \_\_\_\_\_ Suspect(S) / Arrest (A): \_\_\_\_\_

Date: \_\_\_\_\_ Case #: \_\_\_\_\_ Offense: \_\_\_\_\_ Suspect(S) / Arrest (A): \_\_\_\_\_

**Please note that this is a LOCAL records check only and does not include City of Cortez records, State Patrol records or any other County, State or Federal records information.**

Records Technician: \_\_\_\_\_ Date: \_\_\_\_\_