



# BALTIMORE POLICE DEPARTMENT EVIDENCE CHAIN OF CUSTODY REQUEST FORM

DATE

FORM 382

## CUSTODIAN OF RECORDS – EVIDENCE CONTROL SECTION

Requestor Name:

Address:

Phone #:

Email Address:

Your client:

The cost of Evidence Chain of Custody Reports is \$10.00 per report for first 20 pages and \$.50 each page after.

A \$10.00 fee must accompany requests for each Evidence Chain of Custody Report requested.

Police Report Number (CC#) or Evidence Property #:

**NOTE:** Based on the information provided, the Document Compliance Unit will provide report(s) that best fits your described incident. The BPD staff cannot analyze reports for each request; therefore, the BPD cannot guarantee that the reports relate to your incident.

**Mail request with a \$10.00 fee per search to:**

Baltimore Police Department  
Attention: Document Compliance Unit,  
242 W. 29<sup>th</sup> St.  
Baltimore, Md. 21211

The certified check or money order must be made out to the Director of Finance. These are the only forms of payment that will be accepted.

For questions concerning the Baltimore Police Department's retrieval capabilities, contact Legal Affairs at (410) 396-2395.

Your request for records is an agreement to pay the reasonable cost of producing the records.