

**SYNERGY LEGAL**

Protecting Your Future

UTAH POLICE REPORT REQUEST GUIDE: CRASH & INCIDENT REPORTS STEPS TO OBTAIN A RECORD

1. DETERMINE JURISDICTION

☐ **Investigating Agency:** Utah Highway Patrol (UHP), County Sheriff, or City Police.

2. GATHER NECESSARY INFO

The gather necessary info, chank the cubmace information:

- ☐ **Date & Time, Location, Report #.**
 - **Date & Time, Location, Report #, Officer Name.**
 - **Names of Parties Involved, VIN/License.**
 - **VIN/License.**

3. CHOOSE SUBMISSION METHOD

- ☐ **Online Portals** (e.g., **CrashDocs**), or Report an report CrashDocs.
- ☐ **In-Person at Agency**, or **By Mail**, extension portals.
- ☐ **In-Person at Agency**, or **By Mail**.

4. PAY THE REQUIRED FEE

- ☐ Usually **\$10-\$20**. Utah GRAMA fees may apply.
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5. CONFIRM IDENTIFICATION & ELIGIBILITY

- ☐ Check **Agency-Specific Rules for Non-Parties** and **Records Law** (GRAMA).
- ☐ **Records to identification::** permonant waped and to scedid identification optiong of the "Records Law" (IIF" (GRAMA)).

FOR A FREE CONSULTATION

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This guide is for informational purposes only and does not constitute legal advice.