

Chief of Police
Ron Hoague
(802) 878-1335

Department Fax
(802) 878-1340



Dispatch
(802) 878-8331

Detective Division
(802) 879-4923

Records Division
(802) 878-1337

ESSEX POLICE DEPARTMENT

145 Maple Street
Essex Junction, Vermont
05452-3792
www.epdvt.org

To help us better handle your request, please provide the following information:

RECORDS REQUEST

Date of Request _____ Date of Incident _____

Type of Incident: (i.e., accident/theft) _____

Location of Incident _____

Incident # (if known) _____ Victim/Complainant _____

Requested By (Printed Name) _____ DOB _____

Telephone # _____ Address _____

City, State, Zip Code _____ Email _____

Incomplete forms may be returned for further information.

Important Notes on Requesting Records from the Essex Police Department

1. Not all Police records are public records. We are governed by the Vermont Public Records Law and Essex Police Department records policies and procedures. Please review the Vermont Public Records law [HERE](#) or at 1 V.S.A. Chapter 5, section 318 for exemptions allowed by law. In addition, there are other State and Federal laws that restrict or prohibit the handling and dispensation of juvenile records as well as other matters.
2. Fees may be assessed pursuant to the Vermont Uniform Fee Schedule which can be found [HERE](#) or at 1 VSA 316(d) of the Vermont Statutes Annotated. (Note – Payment of fees can be required in advance)
3. If the records you requested have been determined to be public records, but are not immediately available for inspection, we will provide you with an estimate of when they will be ready. If determined that the records you requested are exempt from Public Inspection you will also be notified why and you're right to appeal.