



Colorado State Patrol



Colorado Open Records Act (CORA) Request Form

The Colorado State Patrol allows inspection or release of agency criminal justice records and public records in accordance with established statutory policy and/or guidance from the following Colorado Revised Statutes: Public Records §24-72-201, Criminal Justice Records Act §24-72-301, and Children’s Code Records and Information Act §19-1-301. The first hour of staff research time related to fulfilling a record request is free to the requestor. The subsequent review, production and/or redaction of agency criminal justice records that takes more than one hour of staff time, the CSP shall charge \$30.00 an hour. As permitted in §24-72-205(6)(a), C.R.S., for all staff time associated with locating and producing records, the CSP may charge an hourly rate greater than \$30.00 an hour when specialized document production or specialized skills are required to locate, compile or produce records. In addition, if the Record Custodian determines that the research time will extend beyond one hour, a \$50.00 deposit may be required.

The following must be complete and accurate

Requestor Information:

Name: _____

Organization represented (if any): _____

Address: _____

City _____ State _____ Zip Code: _____

Phone Number: _____ Email: _____

Description/Name of Document(s) Requested:

Signature _____ Today’s Date _____

Failure to sign will result in the request not being fulfilled

*Your signature affirms that the requested information **will not** be used for solicitation of business for monetary or pecuniary gain and acknowledges that such a violation is a misdemeanor and is punishable by a fine and/or imprisonment – C.R.S. 24-72-305.5 & 24-72-309.*

Please email this form to cdps_cspcorarequests@state.co.us