



# Western Australia Police Force Application for Documents Outside of the *Freedom of Information Act 1992*

**Public Access**

Office of Information Management  
Level 5 Westralia Square, 141 St Georges Terrace  
PERTH WA 6000

Enquiries: (08) 6229 5900 or [PublicAccess@police.wa.gov.au](mailto:PublicAccess@police.wa.gov.au)

This form may be used by **individuals only** to apply for specific personal documents outside of the *Freedom of Information Act 1992*. Applications from representatives must be made in writing, on company letterhead and include signed authority from the individual. Available documents (please tick if required):

- History for Court Document (no fee)** – Your complete, certified criminal record detailing all criminal and traffic convictions, including non-disclosable outcomes such as juvenile and spent convictions. This document is strictly for **court purposes only** and cannot be used for screening (e.g. pre-employment, immigration).
- Replacement copy of Statement of Material Facts (\$91.90)** – A replacement prosecution document describing the circumstances of an offence for which you were charged. This document does not contain the outcome of the court hearing.
- Personal Statement made to Police (no fee)** – A replacement copy of your victim/witness statement made in relation to a criminal offence or a traffic crash.

Details of Applicant				
SURNAME	GIVEN NAMES		DATE OF BIRTH	
POSTAL ADDRESS		SUBURB	STATE	POSTCODE
TELEPHONE	EMAIL ADDRESS			

Document Particulars
PLEASE PROVIDE SUFFICIENT DETAIL REGARDING THE OFFENCE / CHARGE / INCIDENT TO ALLOW THE DOCUMENT(S) TO BE LOCATED.

Reason for Request
PLEASE STATE THE REASON FOR APPLYING FOR THE DOCUMENT(S).

Application Checklist (Applications must include the following to be accepted)	
<input type="checkbox"/>	Completed application form.
<input type="checkbox"/>	A copy of your photo identification (e.g. driver's licence, photo card, passport).
<input type="checkbox"/>	Payment (if applicable). Cheques and Money Orders to be made payable to "The Commissioner of Police". <b>Money Order vouchers cannot be accepted and will be returned.</b>
<input type="checkbox"/>	Lodged in person at the Office of Information Management, or by post to <b>LOCKED BAG 20, PERTH BUSINESS CENTRE WA 6849.</b>

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

For more information visit [www.wa.gov.au/organisation/western-australia-police-force/apply-wa-police-force-information](http://www.wa.gov.au/organisation/western-australia-police-force/apply-wa-police-force-information)