

Lane County Sheriff's Office
125 E. 8th Avenue, Room 140
Eugene OR 97401
(541) 682-4150



REQUESTS FOR POLICE REPORTS OR INCIDENT LOGS

The Lane County Sheriff's Office Records Unit provides agency police reports and incident logs to the general public. You will need to complete and submit the [Records Request Form](#).

NOTE: This request for police records *must* be submitted by mail, or in person. It cannot be faxed or submitted electronically.

Payment in full is also required. See the [Fee Schedule](#) for associated fees. Make check or money order payable to the **Lane County Sheriff's Office**. *Requests without payment cannot be processed.* If your request requires additional fees, Sheriff's Office staff will contact you between 8 am and 8 pm, including weekends; so, please provide a phone number where you can be reached during those times.

Mail the Request Form, with appropriate payment and a self-addressed, stamped envelope, to:

Lane County Sheriff's Office
ATTENTION: RECORDS SECTION
125 E. 8th Avenue, Room 140
Eugene OR 97401

The Sheriff's Office is located in the Lane County Courthouse, downtown Eugene. The most convenient access is from the Oak Street entrance. Once inside the building, overhead signs will direct you to the Sheriff's Office, Central Reception, Room 140.

Office hours are 10 am to 5 pm, Monday through Friday, excluding legal holidays. Citizens are assisted on a first-come, first-served basis. Due to the volume of counter activity, it would be preferable if you mailed in your request. Some police records are not releasable until the matter has been settled in the Court system. Additionally, there may be pages omitted from copies made for the general public due to confidentiality and protection requirements.

If you have questions, you may call the Sheriff's Office Records Section from 10 a.m. to 6 p.m. at (541) 682-3775, Monday through Friday, excluding holidays; and Saturdays from 11 a.m. to 3 p.m.