

**FORM 2**  
**Emergency Demand for Records Written Report**  
*(section 8)*

**This report must be filed as soon as practicable after a member has made an emergency demand for records and must be accompanied by a copy of the emergency demand for records.**

|                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                     |                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Name of missing person:</b>                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Missing person's birthdate:</b> [YYYY-MM-DD]                                     | <b>Missing person investigation file number:</b>                                                 |
| <b>Reason for making emergency demand for records:</b><br><br><input type="checkbox"/> serious bodily harm to or the death of the missing person, or<br><input type="checkbox"/> destruction of the records specified in the emergency demand for records                                                                                                                                                                               |                                                                                     |                                                                                                  |
| <b>Emergency demand for records details</b>                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                     |                                                                                                  |
| <b>Time and date emergency demand for records made:</b><br>[24hr clock, YYYY-MM-DD]                                                                                                                                                                                                                                                                                                                                                     | <b>Location where emergency demand for records was served:</b><br>[city/place/town] | <b>Time specified for compliance with emergency demand for records:</b> [24hr clock, YYYY-MM-DD] |
| <b>Name of person subject to emergency demand for records:</b>                                                                                                                                                                                                                                                                                                                                                                          |                                                                                     |                                                                                                  |
| <b>Records requested:</b>                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                     |                                                                                                  |
| <b>Circumstances in which emergency demand for records was made:</b>                                                                                                                                                                                                                                                                                                                                                                    |                                                                                     |                                                                                                  |
| <b>Outcome of emergency demand for records</b> [select applicable box(es)]                                                                                                                                                                                                                                                                                                                                                              |                                                                                     |                                                                                                  |
| <input type="checkbox"/> Access to records provided [specify records received] _____<br><input type="checkbox"/> Records not located [specify records not received] _____<br><input type="checkbox"/> Time specified for compliance with emergency demand for records has not yet elapsed<br><input type="checkbox"/> Person subject to emergency demand for records did not comply with demand<br><input type="checkbox"/> Other _____ |                                                                                     |                                                                                                  |
| <b>Printed rank and name of member who made emergency demand for records:</b>                                                                                                                                                                                                                                                                                                                                                           | <b>Signature of member who made emergency demand for records:</b>                   |                                                                                                  |
| <b>Printed rank and name of officer in charge:</b>                                                                                                                                                                                                                                                                                                                                                                                      | <b>Police service:</b>                                                              |                                                                                                  |