



**CANAL FULTON POLICE DEPARTMENT**  
1165 LOCUST STREET, CANAL FULTON, OHIO 44614  
Voice: 330-854-2926 Fax: 330-854-0618



**Police Department Administrative Office Hours of Operation:**  
**Monday - Friday 8:00 am - 4:00 pm**

**POLICE REPORTS:**

1. Allow 72 hours from the date of the incident for a routine report request.
2. Additional time may be required for certain report requests such as lengthy criminal/traffic investigations, reports over one year old, etc.
3. Reports can be obtained in person at the Police Department during the administrative office hours of operation or mailed upon written request, along with a self-addressed stamped envelope and payment in advance.
4. There is a reproduction fee of \$.05 per page (generally 3 pages in length).
5. Reports will not be faxed.

**FINGERPRINTING:**

1. Rolled-ink fingerprinting service is available at the Police Department during the above hours of operation or by scheduling an appointment.
2. There is a \$10.00 processing fee for non-residents.
3. Individuals requesting fingerprint service must present a valid photo identification card issued by a governmental agency, proof of residency and their social security number.
4. The Police Department does NOT provide fingerprint cards.

**LOCAL CRIMINAL RECORD CHECKS:**

1. Local criminal record checks are available upon request to government agencies, employers, landlords and certain social organizations.
2. Requests must be in writing on official letterhead and include a justification, social security number and signed statement of release.
3. Individuals requesting a local background check on themselves must present a valid photo identification card in addition to the above documents.

**NOTARY PUBLIC:**

1. Notary Public service is available during normal office hours only.
2. Documents must be signed in the presence of the Notary Public and present valid photo identification.
3. There is a nominal fee for each signature notarized.

**PROPERTY RELEASE:**

1. Recovered items and property held as evidence may be returned to the owner once release is authorized by the court and/or Chief of Police.
2. Property may be picked up during administrative office hours or by appointment only. Individuals signing for property must show proof of identification prior to release.
3. Contraband or seized items are forfeited/destroyed per a court order.