

Notice of Public Records Policy
Portage County Coroner's Office

Scott Rifleman, Coroner
Scott Rifleman, Records Custodian

Availability

The public records of the Coroner's Office shall be available during regular business hours from 8:00 A.M. to 4:30 P.M. by phoning the office at 715-346-1449 or by mail 1500 Strongs Ave. Stevens Point, WI. 54481 It shall be the policy of the Coroner's Office to respond to any records request within five (5) business days.

Cost of Records

There is no cost for reasonable requests.

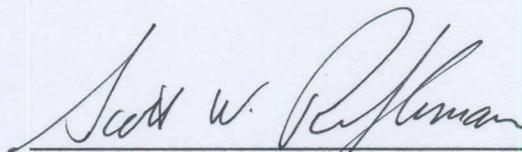
Records Available

All requests will be made by letter.

All **closed** cases that were investigated by the Portage County Coroner's Office are available under the Wisconsin's Open Records Law and Chapter 3.3 of the Portage County Code.

All cases that are under investigation and remain **open** are not available for public use. In special cases, records may be made available after consult with the Portage County District Attorney's Office and the investigating law enforcement agency. These requests will be reviewed on a case by case basis.

Dated: March 01, 2005



Scott W. Rifleman, Coroner
Portage County, WI.