



NEWCASTLE POLICE DEPARTMENT General Information Sheet

The Newcastle Police Department has officers on duty 24 hours a day, seven days a week. The officers are normally out patrolling and seldom spend time in the office. We are sorry we missed you at this time. The Newcastle Police Department is committed to working with residents to keep this community a safe and secure place to live. We hope that the following information will provide you with the information or help you need. You can also visit our website under the police link at www.newcastlewa.gov or call us at the numbers listed below.

REPORT A CRIME, SUSPICIOUS ACTIVITY OR TO TALK TO AN OFFICER:

In case of emergency or to report an in-progress crime, call **911**. To report other crimes or request an officer response, you may call the **non-emergency dispatch** number, **206-296-3311**.

Officers respond to calls via these numbers. Some reports (if there are no suspects or evidence) can be filed over the phone through the non-emergency number or filed **online** at www.reporttosheriff.org.

If you have a general question or comment for the Newcastle Police Department, you may call the business line at 425-649-4444.

If the incident occurred in Bellevue, call 425-452-6917. If it occurred in Renton, call 425-430-7500.

TRAFFIC ACCIDENTS:

If you were involved in a traffic accident and the police did not investigate it, you can pick up a Washington State Accident Report form at City Hall (or any police station). After completing the form, it must be returned to the Washington State Patrol – the address is listed on the form in red. Do not drop the form off at City Hall. Alternatively, you can access the form here:

<http://www.wsp.wa.gov/driver/collision-records>

COPIES OF ACCIDENT REPORTS:

To request your stand-alone Traffic Collision Report, call (360) 570-2355 or online:

<https://fortress.wa.gov/wsp/wrecre/WSPCRS/Search>

COPIES OF CASE REPORTS (NOT ACCIDENT REPORTS):

Newcastle Police reports are kept in the Records Division of the King County Sheriff's Office, 206-263-2626. If you need a copy of a report, they will need a case number or alternate identifying information (date and time of incident, location, type of case, and names of parties involved). The copy can be picked up at the King County Courthouse or mailed to you. Request a copy online at:

<http://www.kingcounty.gov/safety/sheriff/Services/PublicDisclosure/Online%20Requests.aspx> also visit our website under the police link at www.newcastlewa.gov or call us at the numbers listed below.

CONCEALED WEAPONS PERMITS:

You may apply for a Concealed Pistol License at the locations listed below. New permits are \$49.25. Renewals are \$32 prior to expiration, \$42 after expiration. Replacement: \$10

New Permits, Renewals or Replacements:

Records Unit, King County Courthouse
516 Third Avenue, Room W-150
Seattle, Washington 98104
Phone (206) 263-2626
Hours Mon-Fri 8:30 am - 4:00 pm

King County Sheriff's Office Maple Valley Precinct
22300 SE 231st,
Maple Valley, WA 98038
(206) 477-6446

King County East Precinct Command Center
801 228th Avenue SE #202 (2nd Floor)
Sammamish, WA 98075
(206) 263-9133

Please visit the link below to schedule an appointment:

[Concealed Pistol Lhttps://kingcounty.gov/en/legacy/depts/sheriff/services/concealed-pistol-licenseicense - King County, Washington](https://kingcounty.gov/en/legacy/depts/sheriff/services/concealed-pistol-licenseicense - King County, Washington) for more information and additional locations.

BACKGROUND CHECKS:

If you require a police clearance or background check, please go to the Washington State Patrol website at: www.wsp.wa.gov. Under "I want to..." select Request Your Criminal History Record" and follow the prompts to pay for and obtain a Washington State Criminal History record.

If you are seeking **police reports** specific to arrests or contact with the King County Sheriff's Office (KCSO), you may submit a Public Disclosure Request online by clicking.

<https://kingcounty.gov/en/legacy/depts/sheriff/services/records-requests.aspx>.

Please provide *specific* information and search terms; for example, your full name, date of birth, address in the KCSO jurisdiction, or any other *identifiable* information to ensure we are able to perform an adequate search for records.

<https://kingcounty.gov/en/legacy/depts/sheriff/services/clearance-letters>

DOMESTIC VIOLENCE:

The Newcastle Police Department is committed to helping victims of domestic violence. If you are a victim of domestic violence, call 911.

For general questions or assistance, you may contact LifeWire (formerly Eastside Domestic Violence) at (425) 746-1940 or 1-800-827-8840. Or Project Be Free at 425-324-5030 or projectbefree@outlook.com

For protection orders, see Court Orders below.

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COURT ORDERS:

You may obtain protection or anti-harassment orders at Bellevue District Court, 1309 114th Ave SE, Bellevue, (206) 205-9200, or any other district court. For service of the order, call the Civil Unit at (206) 263-2600. More information on court orders is available online at: www.courts.wa.gov/forms and <http://www.kingcounty.gov/courts/DistrictCourt>

VACATION HOUSE CHECKS: If you would like the Newcastle Police to periodically check your house while you are away for an extended period, complete a Vacation House Check form. They are available on the city web site (www.newcastlewa.gov/housecheck) or at City Hall. When out of town, make sure you take the necessary safety steps including, stopping the mail and paper, or have a neighbor pick them up each day. Also, have a trusted neighbor keep an eye on your house and pick up any literature that may be left on your door. House check forms may be submitted online or left at City Hall; a drop box is available when City Hall is closed.

TRAFFIC AND CRIMINAL COURT SERVICES:

Newcastle contracts with Mercer Island Municipal Court for traffic and misdemeanor criminal court services. To find out more information about traffic tickets, warrants and criminal matters you may call the Mercer Island Court at (206) 275-7604. They are located at 12835 Newcastle Way, Suite 301 Newcastle, WA 98056.

TRAFFIC COMPLAINTS:

If you have complaints about traffic problems within Newcastle, such as speeding or vehicles running the stop signs, you may complete a Traffic Investigation Request form to have an officer investigate the complaint. Traffic Investigation Request forms are available at City Hall. To help us better serve you, please be as specific as possible about the days, times, and type of the violation.

ABANDONED VEHICLE:

If the vehicle in question has been parked on public right of way for a period of **24 hours or longer** and you have not reported it previously, please call the **KCSO Abandoned Vehicle Hotline** at **(206) 205-0969** to make a formalized complaint. If the vehicle is blocking the travel portion of the roadway, is on your property, is suspicious in any way, or appears to have been vandalized or stolen or was originally reported as abandoned more than twenty days ago, please call Dispatch at (206) 296-3311.

E-ALERTS:

If you would like to receive emails regarding significant criminal activity or important city information, sign up for E-Alerts. You may sign up on the city web page, www.newcastlewa.gov, or at City Hall.

CRIME PREVENTION / NEIGHBORHOOD BLOCK WATCH:

If you would like to speak to a crime prevention officer or have the crime prevention officer, come to speak with your neighborhood block watch, please contact Detective Cory Martin at cormartin@kingcounty.gov.

ANONYMOUS TIPS:

You may file anonymous crime tips on our anonymous tip page online at www.newcastlewa.gov/tips.

ADDITIONAL RESOURCES:

2-1-1 provides free and confidential information and referral. Call 2-1-1 for help with food, housing, employment, health care, counseling and more. OR visit them online at: www.211.org ID SAFETY helps consumers and law enforcement combat identity theft. Think you are a victim?

Visit <https://www.justice.gov/criminal/criminal-fraud/report-fraud>