



West Bend Police Department

Frequently Asked Questions

How do I license my bike?

If you are a City resident and own a bicycle with a wheel diameter 20" or more, you are required to register the bike with the Police Department for a small fee.

Can I hunt within City limits?

There is absolutely no hunting allowed in the City limits and any discharge of any weapon (guns, bow/arrow, etc.) is prohibited. Use of weapons in the City could result in a fine and/or a jail sentence.

Can I operate a snowmobile or ATV within City limits?

Snowmobiles or ATV's are not permitted to be operated on city streets, sidewalks or any public property, nor to be operated on private property unless permission has been given by that property owner.

Does the Police Department do fingerprinting and when can I have my fingerprints done?

Yes, fingerprinting is done everyday from 8:00 a.m. - 5:30 p.m. ***There is a \$20.00 fee and you must have a valid picture ID.***

Why did it take so long for the Police to come when I called them?

All requests for Police services are assigned to priority based on the seriousness of the incident and the potential for injury or damage to property. At times, calls of less urgent nature must be delayed so that we can respond immediately to emergencies.

Why do they ask so many questions when I call the police?

Dispatchers are trained to try to get as much information as possible to best determine

the nature of the problem and its seriousness. On emergency calls, the Dispatcher has already sent the information to the Officer while asking additional questions.

Can the Police open my car if I have locked my keys inside?

No, as of January 1, 2004, the Police Department no longer offers this service.

Someone has abandoned a junk car in my parking lot or on my property. Can the Police tow it away for me?

The Police Department will start a junked or abandoned vehicle complaint and attempt to contact the vehicle owner by mail. If, after a reasonable period of time, the owner has not removed the vehicle it will be towed from your property and impounded at the City impound lot.

How do I apply for a position with the Police Department?

An application may be obtained from the City Personnel Department in City Hall. Applications are only accepted when an eligibility list is being established. Testing for an eligibility list is advertised in area newspapers. Contact the Personnel Department at 262-335-5114 for more information or [click here](#) to find out what openings are available.

How can I find out if someone is in jail, when someone in jail can be visited and any other information about persons in jail?

The West Bend Police Department does not have a jail. You need to contact the Washington County Jail directly at 262-335-4428.

How do I get a copy of a Police report or another department?

All records of the City are presumed by law to be public records and available for inspection and copying by the public with limited exceptions. You should contact the department that has the record to obtain a copy. A fee of \$.25 is charged per face sheet. If you need a copy of an accident report, contact the Police Department to obtain a copy at a cost of \$2.00.

Click [here](#) to see information on public records access.

The Police Department public records are available at the address below between 8:00AM and 4:30PM, local time, daily excluding weekends and holidays.

Fees for Records: Photocopies of public records are 25 cents per face sheet, Motor Vehicle Accidents are \$2.00, CD/DVD's are \$5.00. Prepayment of record fees over \$5.00 may be required. Fees for other reproduction and transcription, location of

records, and mailing and shipping are described in the Department Policy, which is available for review or purchase from the Department at a cost of 25 cents per page.

Where do I go to pay my Parking Ticket or Traffic/City Ordinance Violation citation?

Parking tickets can be paid by mail or in person at the Police Department. Traffic/City Ordinance Violation Citations are processed through the Mid Moraine Municipal Court. If you have any questions about paying for a Traffic/City Ordinance Violation citation or you would like to set a hearing date, please contact the Mid-Moraine Municipal Court directly at 262-334-5700.

Can I make a Police report at any time of day and do I need to make an appointment?

The Police Department will respond 24 hours a day, seven days a week to requests for police assistance. Due to unpredictable levels of activity the Department cannot schedule appointments.

Can I make a Police report over the telephone or does a police officer have to come to my house?

All reports must be made in person. Contact the Communications Center at 262-335-5000. An Officer will be dispatched to your home or business to meet with you. If you find it more convenient you may come to the Police Department at 350 Vine Street to meet with an Officer.

My friend or relative is overdue returning home. How can I find out if they were in a traffic accident?

The Police Department Communications Center does not have the names of persons involved in accidents available. If a person is injured in an accident and unable to call themselves, we will notify their family.

We have a problem with speeders in our neighborhood. What can we do about it?

Call the Police Department Communications Center at 262-335-5000 and request extra patrol in the area.

Should I report suspicious activity in my neighborhood?

The Police Department depends on citizens calling to report crimes or suspicious activity. The Dispatcher who takes your call will ask questions about the activity to determine its nature and ask for descriptions of the people involved. You may be asked if an officer may contact you but you may refuse.