South County Constable Office

Guide to Public Records Requests

What Records Are Available?

Examples of records you may request:
- Returns of service (proof of delivery of legal papers)
- Eviction/execution reports
- Service attempt logs
- Correspondence with courts or municipal officials
- Body-worn camera (BWC) recordings (if available)

What Records May Be Restricted?

Some information must be withheld or redacted by law, such as:
- Social Security numbers and personal financial information
- Medical information
- Names of minors
- Records related to ongoing investigations
- Security-sensitive information

How to Make a Request

You do not need to mention the Public Records Law to make a valid request.
Requests can be made:
- By email
- By mail
- In person

Please provide as much detail as possible about the records you are seeking (dates, names, case numbers, etc.).

What Happens After You Submit?

- We will confirm receipt of your request within 10 business days.
- Records are usually provided within 25 business days, unless an extension is allowed.
- If any information is withheld or redacted, we will explain why.

Fees

- The first two hours of staff time are free.
- Reasonable fees may apply for additional search, redaction, or copying.
- Simple electronic delivery of available records is free.

Contact Information

Records Access Officer (RAO):
Constable Alan R Jeskey
South County Constable Office
368 Main Street Suite 3
Southbridge, MA 01550
Records@maconstable.com
(774) 304-3021

Your Rights

If you disagree with a response, you may appeal to the:
Supervisor of Records
Office of the Secretary of the Commonwealth
Website: https://www.sec.state.ma.us