



Central Dispatch

REQUEST FOR PUBLIC INFORMATION LOGGING RECORDER AUDIO / CAD RUN CARD

Date Of Request:		Nature of Request:	
Name of Requestor:		CD Audio of Calls <input type="checkbox"/>	
Title / Agency / Private Citizen:		CD Audio of Radio <input type="checkbox"/>	
Address / City / State / Zip:		Dispatch Run Card <input type="checkbox"/>	
Telephone:		Audio of Calls by email <input type="checkbox"/>	
Email:		Audio of Radio by email <input type="checkbox"/>	
INCIDENT INFORMATION			
Time of Incident:		Date of Incident:	
Address / Location:		Case Number:	
Nature of Incident:		Additional information:	
Reason for Request:			
By signing below, I certify that the above information from this data will be utilized in conduct of official business of my agency and for the sole and express purpose(s) outlined above.			
Requestor Signature:			
NOTE: There will be no charge for less than 10 pages of run cards. Copies of dispatch run cards will be charged at a rate of 10 cents per page for 10 or more pages. Copies of recordings of telephone calls or radio traffic will be charged at a rate of \$50.00 per hour, minimum charge \$25.00. The fees are waived for local media and government agencies. If information is released on CD, Requestor will provide a blank CDR for replacement. The fee is payable by check or money order only, made out to the City Of Evansville, no cash will be accepted.			
BOTTOM PORTION FOR CENTRAL DISPATCH USE ONLY			
Release of Information Authorized by:			
Central Dispatch employee completing request:			
Requestor Notified:	Date:	Time:	TOTAL FEE:
Information Released:	Date:	Employee:	
CD Replaced:	Date:	Employee:	

"Excellence in Emergency Communications."