

Greeley/Weld Criminal Justice Records  
1551 N. 17th Avenue #3  
Greeley, CO 80631  
(970)350-9627  
FAX (970)304-6505/(970)304-6504

Case Number: \_\_\_\_\_

**Application for Release of Criminal Justice Records**  
**Body Worn Camera Footage Request**

Person Requesting: \_\_\_\_\_ Date: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ **Email Address:** \_\_\_\_\_

Requester's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ **Confirm Email Address:** \_\_\_\_\_

Requester's Relation to Case: \_\_\_\_\_

Name(s) of Person(s) Involved: \_\_\_\_\_

Date(s) of Birth of Person(s) Involved: \_\_\_\_\_

Date and Time of Video: \_\_\_\_\_ Location: \_\_\_\_\_ Received By: \_\_\_\_\_

Do you need all of the body worn camera footage related to this incident?      Yes      No

If **NO**, please provide a description of the footage you are specifically looking for. To process your request as quickly and efficiently as possible, please be as specific as possible in your description. Please refer to the back of this form for information on our fees associated with body worn camera requests.

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**PLEASE COMPLETE THE BACK OF THIS PAGE TO SUBMIT YOUR REQUEST**

## Fee Schedule

All videos are released via email. If you have **NO** access to email, videos may be released via a thumb drive for an additional fee (\$5.00 per thumb drive).

Body worn camera footage request fees are non-refundable regardless of whether or not footage exists for the requested incident.

Processing body worn camera footage requires full playback of each video by the processor before redaction begins. Redactions are completed in accordance with Colorado State Statutes.

Please note that costs for body worn camera footage are multiplied when multiple officers respond to the same incident. Redaction must be completed on each officer's footage from the requested incident if that officer's footage is encompassed within your request.

Initial Research Fee	-	\$67.00 per hour, one hour minimum
Redaction Fee	-	\$67.00 per hour, per recording (not per incident)
8GB Thumb Drive	-	\$5.00 per thumb drive (only if <b>NO</b> access to email)
Mailing Fee	-	Actual Cost

### USE OF THIS INFORMATION IS REGULATED BY LAW - DO NOT DISSEMINATE

Note: According to the Colorado Revised Statute 24-72-305.5, records of official action, criminal justice records, or the names addresses, telephone numbers, and other information in such records shall not be used by any person for the purpose of directly soliciting business for pecuniary gain. A violation of this section subjects you to misdemeanor charges and upon conviction, a fine of \$100 or 90 days in jail or both.

I affirm that I will not use the records, or any portion of the records requested for the purpose of directly soliciting business for pecuniary gain.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Official Use Only:

Release Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_

Yes      No

Amount Due \$ \_\_\_\_\_ Amount Paid \$ \_\_\_\_\_

If No: \_\_\_\_\_ Was information released?      Yes      No

Other Actions Taken: \_\_\_\_\_ Released By: \_\_\_\_\_ Date: \_\_\_\_\_