

**REQUEST FOR BODY CAMERA VIDEO**

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

Name of Requestor: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The following information is required for the Brownwood Police Department to release any body camera footage under Texas Occupations Code, Section 1701.661. Providing this information does not guarantee that such footage will be released as some footage may contain confidential information.

*(required)*

Date and Approximate Time of Recording: \_\_\_\_\_

*(required)*

Specific Location where recording occurred: \_\_\_\_\_

*(required)*

Name of one or more persons who are the subjects of the recording:

\_\_\_\_\_  
\_\_\_\_\_

**\*\*Written authorization must be provided from the person who is the subject of the video recordings if: (a) video was recorded in a private place; or (b) involves investigation of conduct of a fine only offense.**

**The charge for obtaining a copy of a body worn camera recording shall be: \$10.00 per recording + \$1.00 per minute.**

I certify that I have read and understand the above information.

\_\_\_\_\_

**Signature**

## OPEN RECORDS COSTS OF REPRODUCTION

<u>SERVICE RENDERED</u>	<u>CHARGES</u>
1. Standard size paper copy	\$0.10
2. Non standard size copy	
A. Diskette	\$1.00
B. Rewritable CD (CD-RW)	\$1.00
C. Non-rewritable CD (CD-R)	\$1.00
D. Digital video disk (DVD)	\$3.00
E. Audio cassette	\$1.00
F. Oversize paper copy (11x17, greenbar, not including maps and photographs using special paper)	\$0.50
G. Specialty paper (Mylar, blueprint, maps, & photographs)	Actual cost
H. VHS Video Cassette	\$2.50
3. Body Worn Camera Recording	\$10 per recording + \$1 per full minute, if first time released
4. Personnel Charge	
A. Programmer	\$28.50 per hour
B. Other Personnel	\$15.00 per hour
5. Overhead Charge (for 50 or more pages)	20% of personnel charge
6. Remote document retrieval charge	Actual cost
7. Miscellaneous supplies	Actual cost
8. Postage and shipping charge	Actual cost
9. Other	Actual cost
10. Police Department Accident Report	\$6.00
11. For items not covered above, the State of Texas Attorney General's pricing structure will apply.	