



## Alabama Law Enforcement Agency Request to View Audio/Video Recording

Individual or Personal Representative requesting disclosure to view recording:

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

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

\_\_\_\_\_

The Alabama Law Enforcement Agency ("ALEA") cannot provide audio/video recordings from city police or county sheriff officers.

Was the request audio/video recorded by an ALEA State Trooper or SBI Agent?

Yes                      No

If you selected no, do not complete this form. Contact the law enforcement agency that recorded the audio/video for this incident.

Do you wish to receive a copy of the audio/video recording?

Yes                      No

If you selected yes, do not complete this form. Complete a public records request form or file a subpoena with the appropriate trial court clerk's office.

### **INSTRUCTIONS – PLEASE READ CAREFULLY.**

Every individual who wishes to view the audio/video recording must complete and submit a separate form. Multiple requests submitted on one form will not be accepted.

Upon receipt of this completed form and, where applicable, the written consent of the adult individual whose image or voice is the subject of the recording, ALEA may disclose the portion of the recording relevant to the request or notify the requester of its decision not to disclose the recording. ALEA reserves the right not to disclose the recording if, in ALEA's judgment, the disclosure would affect an ongoing active law enforcement investigation or prosecution.

Approved requests will only be allowed to view the portion of the recording relevant to their request in person at ALEA Headquarters in Montgomery, Alabama. ALEA will not provide a copy of the video to the requestor.

Individuals permitted to view a recording will not receive a copy of the recording and are prohibited by law from recording or copying the disclosed material. Any individual found recording or copying a disclosed recording, to have released a disclosed recording, or in unauthorized receipt of a disclosed recording will be subject to investigation and legal action. ALEA reserves the right to assess reasonable fees for the redaction and editing of a recording.



# Alabama Law Enforcement Agency

## Request to View Audio/Video Recording

Adult individual whose image or voice was captured in the recording: \_\_\_\_\_

Date and approximate time of activity captured in the recording: \_\_\_\_\_

Is the recording related to an ongoing active law enforcement investigation or prosecution?

Yes                      No

If yes, County Name: \_\_\_\_\_ Court Case Number: \_\_\_\_\_

Brief description of specific activity captured in the recording:

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Please select which of the following categories applies to you:

I am an individual whose image or voice is the subject of the recording.

I am a personal representative of an adult individual whose image or voice is the subject of the recording. Said individual has provided written consent to the disclosure, a copy of which is attached.

I am a personal representative of a minor whose image or voice is the subject of the recording.

I am a personal representative of an adult individual under lawful guardianship whose image or voice is the subject of the recording.

I am a personal representative of an adult individual who is incapacitated and unable to provide consent to disclosure whose image or voice is the subject of the recording.

I am a personal representative of the estate of a deceased individual whose image or voice is the subject of the recording; a deceased individual's surviving spouse, parent, or adult child; deceased individual's attorney; or the parent or guardian of a surviving minor child of the deceased.

### CERTIFICATION:

**I, (name) \_\_\_\_\_, hereby certify that I am the individual whose image or voice is the subject of the recording, or that I am a personal representative authorized by Act 2023-507 to receive disclosure of the recording; that the information provided on this form is true and correct to the best of my knowledge; and that I will not record or copy any recording disclosed to me.**

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date