



BALTIMORE POLICE DEPARTMENT CCTV FOOTAGE REQUEST FORM

DATE

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FORM 381

CUSTODIAN OF RECORDS BALTIMORE POLICE WATCH CENTER

Requestor Name:

Address:

Phone #:

Email Address:

Your Client:

Unless archived, due to memory capacity, (CCTV) footage is only available for approximately 28 consecutive days from the date of incident. The Police Overt Digital Surveillance System or (PODSS TV) is only available for approximately five days.

The cost of CCTV footage is \$80.00 per hour or portion of an hour per camera. A \$10.00 non-refundable search fee must accompany all requests for each video requested. The remainder (\$70.00) will be due on delivery.

Police Report Number (CC#):

Detailed Location (Camera #, cross streets, intersection, address or 100 blocks):

Date & Time Frame:

NOTE: Based on the information provided, the Watch Center will transfer video that best fits your described incident. The technicians at the Watch Center are not able to view video for each request; therefore the BPD cannot guarantee that the incident was captured on CCTV video.

Mail request with a \$10.00 non-refundable search fee to:

Baltimore Police Department
Attention: Intelligence Section
242 West 29th Street
Baltimore, Md. 21211
FAX: (410) 752-5783

Checks should be made payable to the Director of Finance.

For questions concerning the Baltimore Police Department's video capabilities contact the Watch Center at (410) 396-2640.

Your request for records is an agreement to pay the reasonable costs of producing the records.