



## Redmond Police Department Holding Facility Recording Request

Please complete all of the fields that apply to request:

NAME OF REQUESTOR: \_\_\_\_\_ LE AGENCY: \_\_\_\_\_

DATE OF REQUEST: \_\_\_\_\_ LE AGENCY CASE NO.: \_\_\_\_\_

Type of Incident \_\_\_\_\_

Date and Time of RPD Booking Room Entry: \_\_\_\_\_ Exit: \_\_\_\_\_

Name of Arrestee \_\_\_\_\_

Arrestee Date of Birth \_\_\_\_\_

Type of Crime \_\_\_\_\_

Reason for the Request \_\_\_\_\_

### Conditions

The Redmond Police Department Holding Facility (aka "Booking Room") video records the booking area only, and we only retain video for 35 days. This booking area is where the majority of DUII and other crimes are processed by the arresting or assisting Officer, Deputy, or OSP Trooper. Due to circumstances necessitating separation of certain in-custody arrestees, some arrest processing may take place outside of camera view. The holding facility does not record audio. Holding cells in the holding facility are not equipped with cameras. PLEASE NOTE - If requested video is part of a criminal investigation where the video is evidence, the video is not releaseable and subject to discovery process through the Courts.

Requests for such information will be filled within ten (10) business days of the date of receipt of this form. The Redmond Police Department cannot release any confidential, juvenile or medical information except by court order.

*I agree to the conditions as written above.*

\_\_\_\_\_  
Printed Name of Requestor

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Agency or Affiliation

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Signature of Requestor

*For RPD use only:*

Date Completed \_\_\_\_\_ Date Notified \_\_\_\_\_ Date Picked Up \_\_\_\_\_

Holding Facility Video Request Form