**

**Board of Directors**

Samuel Rogers

Clinton Means

Shawn Glaspell

Steve Ritter

**Central Communications, Inc.**

4317 Lamberton Road, P.O. Box 516

Pennsboro, WV 26415

Phone: 304-659-3770 Fax: 304-659-3772

Mapping & Addressing: 304-659-2979

www.centrale911.com

**Executive Director**

Eric E. Ashcraft

Recording Request – Public Use

Central Communications Inc., (CCI) will provide, with WV FOIA request or proper subpoena from a Court of Law, radio and/or telephone recordings and/or text call information of incidences. Calls including medical information or involving law enforcement calls will be released only after clearance from the Prosecuting Attorney of each respective county. CCI will not be responsible for this information once it has left the custody of CCI. Requesting agency/person will be required to remit to CCI a fee of $50 per incident, either by paper or digital means. This fee is payable on delivery. Recordings shall be provided on USB stick.

|  |  |
| --- | --- |
| Call Number(s):       | Subject:       |

|  |  |
| --- | --- |
| Date of Incident :       | Time of Incident :       |

|  |  |
| --- | --- |
| Requesting Agency/Person :       | Date of Request:       |

|  |  |
| --- | --- |
| Name of Court:  e[b,ae;,bbaaen[,s[rn[sr  | Case # :       |

|  |
| --- |
| Name of Case :       |

|  |  |
| --- | --- |
| Contact Phone :        | Email :       |

|  |
| --- |
| Mailing Info (if needed) :       |

[ ]  Text of call details? Audio Recording? [ ]  911 Call [ ] Phone Traffic [ ] Radio Traffic

Agency Use Only

Recorded by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature

Approved by

CCI Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature

Release approved by:

Prosecuting Attorney: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature

Released to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature

On behalf of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Company/Agency Ver. 15 10/15/24