

Kannapolis Police Department Public Records Request



Requesting Person: _____ Date of Request: _____

Telephone Number: _____ Email: _____

Driver's License Number / State: _____ (for Identification Verification Only)

Type of Information Requested: Computer Aided Dispatch (CAD) Report Recording

Type of Call: Police Fire Medic
Date Range for CAD Report(s): _____
Date of 911 Call / Incident: _____
Time of 911 Call / Incident: _____ am pm

Location of Incident: _____

Call Number (If Known): _____ Agency Case number (If Known): _____

Name of Originating Caller (If known): _____

You are not required to disclose the purpose or motive for this request; however disclosing the general contents of the call is needed to help locate and retrieve the requested information.

GENERAL CONTENTS OF CALL:

NOTE: Copies of 911 recordings will be provided by email or copied onto CD-R and sealed for delivery to the requesting party. Please select the preferred format. Email CD

Contents that reveal the name, address, telephone number, or any information that may identify the caller, victim, or witness will be deleted from the tape recording. When information that is not a public record is deleted from a tape recording, the law enforcement agency shall make clear that a deletion has been made.

Records of criminal investigations conducted by public law enforcement agencies or records of criminal intelligence information compiled by public law enforcement agencies are not public record as defined by North Carolina General Statute 132-1. Law enforcement video recordings are not public record and can only be released by a court order pursuant to North Carolina General Statute 132-1.4A.

The Kannapolis Police Department does not maintain any tape recording of 911 calls for more than 365 days from the date the call was received, unless a court of competent jurisdiction orders a portion sealed, or the tape is retained as evidence in a criminal investigation.

Signature of Requesting Person

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Kannapolis, should contact the office of Heather James, Human Resource Director, by phone at 704-920-4322 or by email at hjames@kannapolisnc.gov as soon as possible but no later than 48 hours before the scheduled event.

Search Result:

Yes No 911 Call Located

Yes No Audio Dubbed Successfully

Yes No Computer Aided Dispatch Call Record Attached

Yes No Computer Aided Dispatch Record for Requested Date Range Located

- A copy of the requested audio recording was provided to the requesting person.
- A copy of the requested CAD Call for Service was provided to the requesting person.
- A CAD report for the requested location was provided to the requesting person for the date range.
- The requesting person was notified of the unsuccessful attempt to locate and retrieve requested information and an explanation provided as indicated below.

Date: _____

Time: _____

Name of Official Providing Requested Information or Notice

SUPPLEMENTAL INFORMATION:

Acknowledgement of Receipt of Recording:

By my signature I hereby acknowledge receipt of the requested audio recording or other document as described herein.

Signature of Receiving Person

Date