

Westbrook Police Department

Body Worn Camera Video Request Form
Minn. Stat. §13.825

REQUESTOR INFORMATION

Request Date:

Name:

Agency/Employer:

Address:

Telephone: Email:

INCIDENT INFORMATION

WPD Case/Event Number (if known):

Date of Incident:

If WPD Number Unknown, Time of Incident:

Location of Incident:

I am requesting body worn camera (BWC) video of the following person in this incident:

Please choose one of the following:

- I am the subject in the video and I have provided consent below.
- I am requesting video of another person and that person has provided consent below.
- I am a non-subject requesting public video of a peace officer involved in a firearm discharge or use of force resulting in substantial bodily harm (do not complete consent below).
- Other: .

I would like to: ☐ inspect (look at) the requested video at a WPD office (no charge).

☐ receive copies of the requested data (a fee may apply).

CONSENT TO RELEASE PRIVATE DATA

This portion to be completed by the **person appearing in the video**.

Signature must be notarized or this form presented with valid, government issued ID at any WPD office.

I, _____, authorize WPD to share the above BWC video of me with the

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Requestor: (print name) _____

I understand that:

1. I do not have to allow WPD to share my information. Signing this consent is completely voluntary.
2. WPD will not be able to control what happens to my information once it has been released to the above Requestor.
3. This release is valid as soon as I sign it and that I may withdraw my consent to this release at any time in writing.

Signature:

Date:

STATE OF)

)

ss COUNTY OF)

Signed and sworn before me on , by .

(date) (person giving consent)

Signature of Notary Public:

Send completed form to:

For Office Use Only. Valid Photo ID Type: Staff Initials:

Disclaimer for LEO's:

By signing below, I acknowledge any BWC data obtained from the Westbrook Police Department will be managed by my law enforcement agency in compliance with the most current requirements of §13.825 Subd. 7&8. Below is an example of the requirements within §13.825.

13.825 PORTABLE RECORDING SYSTEMS.

Subd. 7. **Authorization to access data.**

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(a) A law enforcement agency must comply with sections [13.05, subdivision 5](#), and [13.055](#) in the operation of portable recording systems and in maintaining portable recording system data.

(b) The responsible authority for a law enforcement agency must establish written procedures to ensure that law enforcement personnel have access to the portable recording system data that are not public only if authorized in writing by the chief of police, sheriff, or head of the law enforcement agency, or their designee, to obtain access to the data for a legitimate, specified law enforcement purpose.

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Subd. 8. Sharing among agencies.

(a) Portable recording system data that are not public may only be shared with or disseminated to another law enforcement agency, a government entity, or a federal agency upon meeting the standards for requesting access to data as provided in subdivision 7.

(b) If data collected by a portable recording system are shared with another state or local law enforcement agency under this subdivision, the agency that receives the data must comply with all data classification, destruction, and security requirements of this section.

(c) Portable recording system data may not be shared with, disseminated to, sold to, or traded with any other individual or entity unless explicitly authorized by this section or other applicable law.

Name: _____

Department: _____

Signature: _____

Date: _____