



Radnor Township
Request for Police Audio and Video Recording
Act 22 of 2017



Date Requested: _____

*Written request must be made within sixty (60) days of the date of the recording

Request Submitted by: _____ **Certified U.S. Mail** _____ **In Person**

Request Submitted to: Radnor Township, Open Records Officer, 301 Iven Ave Wayne, PA 19087

Name of Requester: _____

Street Address: _____

City/State/County/Zip: _____

Telephone (Optional): _____ **Email (Optional):** _____

Records Requested (All fields are required to be completed):

Choose Type of Recording:

Body-Camera Video Recording Car-Camera Video Recording Audio Recording

Incident/Event Subject to the Request: *(Attach statement if more space is required).*

Date: _____ **Time:** _____

Location: **If the requested incident took place inside a residence, every person present at the time of the recording must be identified, unless unknown and not reasonably ascertainable. (Attach statement if more space is required).*

Relationship to requested event/incident (Required):

(Attach statement if more space is required)

Fees: Act 22 permits law enforcement agencies to charge a reasonable fee to provide a copy of an audio recording or video recording. Radnor Township has established a fee of \$75 for a granted audio recording or video recording in accordance with Radnor Township's Consolidated Fee Schedule.

For Agency Use Only

Date Received by the RTK Officer: _____

Agency thirty (30) calendar day response due: _____

*The agency and requestor can agree to an extension.