

Surveillance Video Camera Recording Release Record

The purpose of this document is to record the release of surveillance video camera recording. It must be retained in a secure location.

Camera ID Number/Location: _____

Date and Time of Footage: _____

Purpose of Viewing (Check):

Administrative Investigation

Criminal Entity

Safety and Quality Improvement, Internal Education and Training

Person Authorizing the Release: _____

Date of Authorization: _____

Signature of Person Receiving the Footage and Assuming
Responsibility for its Safety and Confidentiality

Date: _____