



## PINELLAS COUNTY REGIONAL 911 DEPARTMENT

### PUBLIC RECORDS REQUEST FORM

DATE OF REQUEST: \_\_\_\_\_

REQUESTING PERSON: \_\_\_\_\_

BUSINESS/ORGANIZATION NAME (If applicable): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ CONTACT PHONE #: \_\_\_\_\_

#### INCIDENT INFORMATION

INCIDENT DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

NATURE OF CALL (Example: Vehicle Crash, Domestic, Theft, Fire, Heart Attack, etc.): \_\_\_\_\_

LOCATION (Address or Intersection): \_\_\_\_\_

FIRE DEPT INCIDENT NUMBER (if known and applicable): \_\_\_\_\_ (Cannot research by any other agency #)

RECORDS REQUESTED (PLEASE CHECK):

911 Call      F.D. Radio Traffic      CAD Notes      Other (Explain): \_\_\_\_\_

**CALL FOR PICKUP WHEN READY**

**MAIL WHEN READY**

#### \*\*\* UPON SUBMISSION OF THIS FORM YOU AGREE YOU HAVE READ & UNDERSTAND THE BELOW \*\*\*

1. In accordance with Florida Statutes §365.171(12), any information (name, address, phone number(s), any remarks) revealing the identity of a 9-1-1 caller is confidential and can be released only to a Public Safety Agency.
2. **Certain records require an appropriate HIPAA authorization.** Florida Statutes §401.30 provides that certain medical information is exempt and confidential from disclosure under the public records law and any request which fails to specify any exception allowing disclosure, and/or that does not provide an appropriate HIPAA authorization from the patient or court ordered personal representative of the estate will not permit Pinellas County to release the information.
3. Other exemptions may apply.
4. Requests that require extensive research will require special charges. You will be notified prior to any charges being accrued.
5. Due to the high volume of requests, requests are processed in the order received.
6. If you need a recording or notes of the conversation after transfer of the 9-1-1 caller, you will need to contact that respective agency.
7. All audio recordings provided will be on compact disc 1 x recordable (CD-R).

**>> Mailing Address:**

Regional 9-1-1  
Attn: 9-1-1 Records Custodian  
10750 Ulmerton Rd, Bldg 1, Ste 343  
Largo, FL 33778

**>> Email, Phone, Fax:**

Email: [911records@pinellascounty.org](mailto:911records@pinellascounty.org)  
Phone #: (727) 464-3835  
Fax #: (727) 464-3265