

**CITY OF BRENHAM  
BODY CAMERA VIDEO REQUEST**

Date: \_\_\_\_\_

**Requestor Identification** (Please type or print neatly):

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
City State Zip

Phone Number(s): (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

**The following information is required for the City to release any body camera footage under Texas Occupations Code, Section 1701.661. Request forms without all the required information will not be processed. Provision of this information does not guarantee that such footage will be released as some footage may contain confidential information.**

Date and Approximate Time of Recording \_\_\_\_\_

Specific Location where recording occurred \_\_\_\_\_

Name of one or more civilians who are subjects of the recording:  
\_\_\_\_\_  
\_\_\_\_\_

**The Fee for Bodycam footage is \$10 per video plus \$1 per full minute of footage. Media charges also apply.**

**The City must have written authorization from the person(s) who is/are the subject of the video footage if: (a) video was recorded in a private place; or (b) involves investigation of conduct of a fine only offense.**

**Check the box to indicate your choice:**

- I want to come by City Hall and pick it up
- I want a copy mailed to the address above
- I want my video on one or more DVDs (\$1 per DVD)
- I want my video on a 16G USB (Actual Cost)

\_\_\_\_\_  
Requestor Signature

**FOR CITY OF BRENHAM USE ONLY**

Received By: Mail Fax Email In Person Date Received: \_\_\_\_\_ ORR No. Assigned: \_\_\_\_\_

Footage located: \_\_\_\_\_ Current Investigation: \_\_\_\_\_ Reviewed for Confidential Information: \_\_\_\_\_

Released By: Mail Email In Person Date Released: \_\_\_\_\_ Released By: \_\_\_\_\_

Fee Paid: \_\_\_\_\_ AG Opinion requested: \_\_\_\_\_ Special Notes: \_\_\_\_\_

*Please send the completed form to: City of Brenham, P.O. Box 1059, Brenham, Texas 77834-1059,  
Attn: Jeana Bellinger; Phone: 979-337-7567; Fax: 979-337-7568; E-mail: jbellinger@cityofbrenham.org*