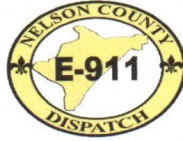


# Nelson County E-911 Open Records Request Form

\* All requests must contain a signature. Pursuant to the Kentucky Open Records Acts: KRS 61.878(1) the recipient has five (5) days in which to respond to this request, excluding weekend and holidays. \*



You May Mail, Fax, or E-mail Your SIGNED request To:

Nelson County E911 Dispatch Center  
214 Plaza Drive Bardstown, KY 40004

Fax: (502)348-4285

E-mail: [nc911orr@outlook.com](mailto:nc911orr@outlook.com)

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The cost for Open Record Requests: .20 cents per page, \$7.00 per audio incident, \$10.00 per media incident, \$5.00 for postage, \$20.00 for Notary. Mark the appropriate fields to indicate your request:  
Dispatch CAD report: \_\_\_ Audio: \_\_\_ Media: \_\_\_ Notarized: \_\_\_

Requesting Party's Information Name (Printed): \_\_\_\_\_

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

Phone Number: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Requested Incident Date & Time: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Description of Requested Records: \_\_\_\_\_

Requesters Signature: \_\_\_\_\_

(DO Not write Below- The Following is to be completed By Dispatch Personnel)

Received Date & Time: \_\_\_\_\_ Response Date & Time: \_\_\_\_\_

Received by: \_\_\_\_\_ Title: \_\_\_\_\_

Denial of Request by City or County Attorney or Official & Basis for Denial:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Method of Delivery: \_\_\_\_\_ Number of Pages: \_\_\_\_\_ Audio: \_\_\_\_\_ Media: \_\_\_\_\_ Notary: \_\_\_\_\_

Postage: \_\_\_\_\_ AMT Paid: \_\_\_\_\_

Request Prepared By: \_\_\_\_\_ Title: \_\_\_\_\_

Requestor Signature: \_\_\_\_\_ Date: \_\_\_\_\_