



Athens County 911

Emergency Communications

13 West Washington St.
Athens, Ohio 45701
Fax (740) 592-5370

Scott A. Warner
9-1-1 Director
Phone (740) 592-3272

Melissa A. Fowler-Dixon
Administrative Assistant
Phone (740) 592-3273

REQUEST FOR PUBLIC RECORDS

Requested by: _____

Contact for records pick-up: _____ Phone: _____

Email Address: _____ Fax Number: _____

How would you like this request provided: **Email** (free) **CD** (\$3.00) **Jump Drive** (\$7.00)
(Circle one)

Representing: _____ Date of Request: ____/____/____

Nature and/or purpose of request: _____

You may not use this service to avoid the "discovery" process. You must contact the Prosecutor's office for discovery Is this request for records for a criminal case? _____

Specific media requested: 911 Call Radio Traffic Other _____

Phone number call originated from: _____ Was this a 911 call? _____

What was this call concerning? _____
(Give enough information so that I can find the call you are requesting)

Name of person/persons on recording: _____

Date of Incident: ____/____/____ Time of Incident: _____ AM or PM (circle one)

Every attempt will be made to provide the material requested. Providing as much specific information as possible (frequencies, phone numbers, times, dates, name of individuals, addresses, etc) may result in quicker records production, and better quality recording.

All records requests and releases will be routed through the 911 Director, Sheriff's Office and Prosecutor's office.

<p>Cleared by: 911 Director _____ Sheriff's Office _____ Prosecutor's Office _____ City Prosecutor's Office _____</p>
--