

**TIPTON COUNTY EMERGENCY  
COMMUNICATIONS DISTRICT**

220 Highway 51 N, Suite 4  
Covington, TN 38019  
(P) 901-476-0252  
(F) 901-475-4362

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

Request Pickup Date: \_\_\_\_\_

## 911 Recording/Documentation Request Form

Please fill out the requested information and mail or fax back to the above location. There is a \$20.00 per hour research fee for all recordings and .15 cents per copy of print outs.

Please make checks payable to: **Tipton County E9-1-1**

Please list Your Name / Agency Name and contact information:

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Date of Incident: \_\_\_\_\_ Time of Incident: \_\_\_\_\_

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

Description of Incident: \_\_\_\_\_

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Names of Individuals involved in incident: \_\_\_\_\_

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Additional Comments: \_\_\_\_\_

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Please check the type(s) of media you are requesting:

- Cassette Tape
- CD
- CAD print outs

Please check the type(s) of audio you are requesting:

- Radio Only
- 911 Phone Call(s) Only
- Radio & Phone Traffic