

1349 E. 79th Street  
Cleveland, Ohio 44103  
Room 125  
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## Request for Information Retrieved/Archived via Video Monitoring

Date: \_\_\_\_\_ Incident Number: \_\_\_\_\_

Person(s) making request: \_\_\_\_\_

School /Department: \_\_\_\_\_ Phone: \_\_\_\_\_

Purpose of Archive Retrieval: \_\_\_\_\_

Agent authorizing Archival Release: \_\_\_\_\_ Date: \_\_\_\_\_

Address of Incident: \_\_\_\_\_

Location of alleged incident: \_\_\_\_\_

Type of Incident (*Damage to Property, Theft, Physical Disruption, etc.*) \_\_\_\_\_

Date(s) of Incident: \_\_\_\_\_

Time(s) of Incident: \_\_\_\_\_

Description of person/object sought: \_\_\_\_\_

Describe injury to person to be observed: \_\_\_\_\_

Describe damage to property to be observed: \_\_\_\_\_

Explain what occurred: \_\_\_\_\_

Archival analysis narration: (*official use only*): \_\_\_\_\_

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

Camera retrievals effective in review analysis:  yes  no  not applicable

Results of findings tend to:  support claim  disprove claim  appear inconclusive

Disposition of retrieved archival footage: \_\_\_\_\_

Archive Receipt: \_\_\_\_\_ Date: \_\_\_\_\_

*"The primary goal of Cleveland Metropolitan School District is to become a premier school district in the United States of America"*

*"La meta primordial del distrito Escolar Metropolitano de Cleveland es lograr ser un distrito de primera clase en los Estados Unidos de America"*