



Clermont County Sheriff's Office
Service with Integrity

Christopher E. Stratton, Sheriff

4470 St Rt 222, Batavia, Ohio 45103-9777
Phone: (513) 732-7500 Fax: (513) 732-7515
www.clermontsheriff.org

Video Footage Cost & Process Explanation

THE BELOW DOES NOT APPLY IF THE REQUESTED VIDEO HAS ALREADY BEEN PROCESSED IN RESPONSE TO PRIOR REQUESTS. ONLY A \$10 FLAT FEE WILL BE INVOICED.

CURRENT RATE (PER INCIDENT)

Video Footage (Body Camera, Jail Surveillance, and other video footage)	\$10 flat fee + \$50 per hour of footage (up to \$750)
---	--

WHAT AFFECTS THE ESTIMATED COST

- **Type of incident:** Consider whether the requested incident is a misdemeanor, felony, traffic-related matter, or another type of incident.
- **Number of responding deputies:** More deputies on scene may result in additional body-worn camera footage that must be reviewed and processed.
- **Length of the incident:** The amount of time deputies were on scene directly affects the total amount of video footage associated with the request.

HOW THE PROCESS WORKS

- 1 Your request is placed in our processing queue.**
Requests are handled in the order they are reached for processing.
- 2 The Records Division will contact you to confirm your request.**
Once our office reaches your request in our queue, our office will reach out to confirm exactly what records and/or video footage you are requesting before we proceed.
- 3 The Records Division will calculate the amount of footage associated with the request.**
Our office will pull the requested video footage and calculate the total amount of hours.
- 4 The Records Division will prepare an invoice with actual cost.**
After reviewing the footage associated with your request, our office will provide the actual cost on a formal invoice.
- 5 Processing continues after payment is received.**
Payment must be paid in full (options will be listed on invoice) before our office will start processing your request.

PLEASE NOTE:

The turnaround time for body-worn camera footage and case file requests containing video is significantly longer than requests that don't contain video. Our office experiences a high volume of video related requests. Each request may involve multiple videos which require individual processing, therefore our office is unable to provide an invoice with actual cost until the request is reach in our queue.

If at any point you would like to withdraw your request, please contact the Records Division at (513) 732-7555.