



## MARION POLICE DEPARTMENT

301 S. BRANSON STREET

MARION, IN 46952

*David M. Gilbert, Chief of Police | Mark Stefanatos, Deputy Chief | Chris Butche, Deputy Chief*

# Attention Effective Immediately

The Marion Police Department will be increasing fees for the following, pursuant to Body/Car Camera and reports. The increase of the fees are based on video length and printed pages for documents. The fees will be used to fund the body-worn camera program and devices to transfer the data.

**Body-Worn and Car Camera video under 60 minutes \$100**

**Body-Worn and Car Camera video over 60 minutes \$150**

**Photos burned to a CD is \$10.00**

**Printed Reports are \$1.00 per page**

**Accident Reports are \$5.00**

**Postage and packaging will be added to this cost if the Marion Police Department has to ship the requested documents.**

**\*\*\*The fees shall be paid in full before the release of the requested Data\*\*\***

**November 19, 2025**

*Chief's Office: (765)-668-4412*

*Non-Emergency – Police Department: (765)-662-9981*



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## REQUEST FOR RELEASE OF RECORDS

REQUESTERS NAME: \_\_\_\_\_

REQUESTERS ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

DATE OF REQUEST: \_\_\_\_\_

Provide the full name, a full mailing address, email address and telephone number.

Failure to provide this information may result in your request not being processed.

CASE # \_\_\_\_\_ DATE OF INCIDENT: \_\_\_\_\_

IF YOU DO NOT HAVE A CASE # PLEASE FULLY DESCRIBE THE RECORDS YOU SEEK.

Provide enough detail so that the records can be located. Such detail should include descriptive information, timeframe, and certification of identity, if required.

TYPE OF INCIDENT: BURGLARY BATTERY ACCIDENT REPORT THEFT HARRASMENT

OTHER: \_\_\_\_\_

LOCATION: \_\_\_\_\_

PERSONS INVOLVED: \_\_\_\_\_

ADDITIONAL DETAILS:

**FEES:** PAPER COPIES \$1.00 PER PAGE, PHOTOGRAPHS \$10.00 PER CD, ACCIDENT REPORTS \$5.00, BODY WORN AND CAR CAMERA VIDEO UNDER 60 MINUTES \$100, BODY WORN AND CAR CAMERA VIDEO OVER 60 MINUTES \$150

Every effort will be made to release the requested information at the time of the request. However, depending on the amount of information requested and the logistics involved in retrieving the information, your request could take additional time. If this is the case you will be informed when the information is available. All release of information requests will only be processed during normal business hours.

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