



# Massachusetts State Police

## Communications Section

### Cellular 911 & Radio Transmission Recording Request Form

#### REQUESTER'S INFORMATION

Your Name:	Signature:
Business Name:	City/State/Zip:
Address:	Today's Date:
Phone:	<b>Your Relationship to caller:</b> I am the caller <input type="checkbox"/> Legal Representative <input type="checkbox"/> Police Invest. <input type="checkbox"/> Private Invest. <input type="checkbox"/> DA <input type="checkbox"/> Other <input type="checkbox"/> (describe):
Email address:	
If requested by a DA's Office, Case Number and Defendant's Name:	

#### INCIDENT INFORMATION

Date of Incident:	Time of Incident: AM <input type="checkbox"/> or PM <input type="checkbox"/>
Location of Incident:	
Give incident description <u>with as much detail as possible</u> or attach police report if applicable:	
Prior to the release of a recording, all calls must be reviewed to ensure that the correct tape is provided.	

#### CHECK CELLULAR AND/OR RADIO TRAFFIC BEING REQUESTED

Cellular call to 911 <input type="checkbox"/> <i>As of 7/1/18 the State Police in Framingham no longer process 911 calls and are handled by the State 911 Department.</i>	Radio Traffic <input type="checkbox"/> Channel:
Cell Number	Cruiser # (if known):
Other call information if known: Call Transferred to:	Officer's Name(s) (if known)

- Only cellular calls made to 911 are recorded, direct dialed calls are NOT recorded.
- Recordings are preserved for **ONE YEAR** by statute.
- Recordings will be sent via email, if provided, or US Mail within 2 weeks (if possible) unless other arrangements are made.
- 911 data is confidential. 3<sup>rd</sup> party requests must be accompanied by a subpoena or written authorization by the caller.

**Any questions about the completion of this form, please call 508-820-2305.**  
**Email completed form to [msprecordings@pol.state.ma.us](mailto:msprecordings@pol.state.ma.us) or fax to 774-462-3768**