LANTERN RIDGE COMMUNITY ASSOCIATION, INC.
FLOCK CAMERA IMAGE REQUEST FORM

For Law-Enforcement, Legal, Court-Ordered, and Other Authorized Requests

Purpose and Use Restriction

This form documents requests for Flock camera images and information. Flock images may be accessed, preserved, or released only for a permitted purpose under the Association's Flock Camera System Policy. Completion of this form does not itself authorize release. The Association may require verification of the requesting agency, legal authority, or supporting documentation before responding.

1. REQUESTOR INFORMATION

Request Date: _____

Request Time: _____

Person Making Request: _____

Title / Position: _____

Organization / Agency: _____

Phone: _____

Email: _____

2. BASIS FOR REQUEST — CHECK ONE

☐ Active Law-Enforcement Investigation

☐ Search Warrant

☐ Subpoena

☐ Court Order

☐ Formal Discovery Request

☐ Other Legally Enforceable Process (describe): _____

☐ Association Legal Counsel Request — limited to advising the Association concerning a qualifying law-enforcement or legal matter

3. CASE / LEGAL AUTHORITY

Police Case / Report Number (if applicable): _____

Court Order / Warrant / Subpoena Number (if applicable):

_____

Court / Jurisdiction (if applicable): _____

Issuing Agency / Court (if applicable): _____

Attach a copy of applicable supporting documentation when available and appropriate.

4. LAW-ENFORCEMENT CONTACT — IF APPLICABLE

Law-Enforcement Agency: _____

Investigating Officer / Authorized Representative:

_____

Badge / ID Number: _____

Agency Phone / Email: _____

5. INFORMATION REQUESTED

Incident / Reason for Request: _____

Date/Time Range Requested: _____

Entrance / Camera Location: _____

Specific Vehicle / License Plate (if known): _____

Additional Description / Search Parameters: _____

6. ASSOCIATION REVIEW / AUTHORIZATION

The request has been reviewed for compliance with the Association's Flock Camera System Policy and applicable legal requirements.

Reviewed By (Board President / Designated Board Member / Legal Counsel):

_____

Review Date / Time: _____

Disposition: ☐ Approved for Release ☐ Approved for Preservation Only ☐ Denied ☐ Referred to Legal Counsel

Reason for Denial / Limitation / Referral (if applicable):

_____

7. RELEASE / PRESERVATION RECORD

Was Footage / Information Released? YES / NO:

_____

Date of Release: _____

To Whom Released: _____

Recipient Agency / Organization: _____

Method of Release: _____

Date/Time Preservation Began (if applicable):

_____

Retention / Destruction Date, if applicable: _____

Association Representative Completing Release:

_____

Chain-of-custody or transfer documentation should be maintained when information is preserved or released for an investigation or legal matter.

8. CERTIFICATION

I certify that the information provided in this request is accurate to the best of my knowledge and that the requested Flock information is sought for the purpose identified above.

Requestor Signature: _____

Date: _____

Association use: ☐ Request form received ☐ Supporting documentation received ☐ Request/Access Log entry completed