



LEE COUNTY

P. O. BOX 367
JONESVILLE, VIRGINIA 24263

E-911
Emergency Management
276-346-7791

E-911 Records Request Form

Date: _____

Name of Person Requesting Records: (Please Print) _____

Phone # () _____

Address: _____

Description of Record (s) Requested: (Please be very detailed about the records you are requesting.)

NOTICE

All requested records must be approved by a Criminal Investigator prior to release. Records related to ongoing cases conducted by the Lee County Sheriff's Office or other Law Enforcement Agencies need to be Subpoenaed before they can be released. If Approved, requested records will be made available within 10 business days. There is a \$15 per hour charge for all requested records.

Records Approved to be Released: Yes No

Records Release Approved by: _____

Date Approved: _____

Date Released to Requestor: _____

Released By: _____