

WARREN COUNTY DEPARTMENT OF EMERGENCY SERVICES

520 JUSTICE DRIVE
LEBANON, OHIO 45036-2317

Office 513-695-1315 Fax 513-695-2970

The Warren County Department of Emergency Services, Division of Communications, is pleased to make available to you all information **not exempted from disclosure by the Federal Privacy Act and/or General Assembly of the State of Ohio (see note below)**. In order for us to provide the information in a timely and diligent manner, we ask that you fill out this form with as much information as possible. Filling in these fields are optional, it is not mandatory that you leave your name, address, or phone numbers **ORC 149.43(B)(5)**. We will provide you with all non-exempt information as soon as possible. Research, preparation, and release of records shall occur during the normal business hours of our administrative office hours, which are 8 am – 4 pm Monday through Friday, with the exception of legal holidays as defined by the Warren County Personnel Policy.

A public records request can be requested by completing this form, emailing the request to recordsrequest@wcoh.net or calling 513-695-1315 during normal business hours.

REQUESTER INFORMATION

Name	<u>Sergeant John Smith, 848</u>	Today's Date	<u>06-20-2023</u>
When Record is ready, (choose ONE of the following):			
<input type="checkbox"/>	I will pick up the record. Contact me at: Telephone <u>513-695-5860</u>		Cell _____
<input type="checkbox"/>	or Mail record to: Address _____ City _____ State _____ Zip _____		
<input checked="" type="checkbox"/>	or Email the record to this address: <u>john.smith@wcooh.org</u>		

INCIDENT INFORMATION

Address or Place of Occurrence	<u>439 E. Mulberry Street Lebanon, Ohio 45036</u>		
Briefly describe the Incident	<u>WCSD deputies and other county agencies responded to the above address regarding a mutual aid request; subject with a weapon.</u>		
SO Case Nu:	<u>SO2306030328</u>		
Incident Date:	<u>06-17-2023</u> to <u>06-18-2023</u>	Incident Time: From	<u>23:34:25</u> to <u>02:01:24</u> Incident #: <u>NP230617-0004117</u>

INFORMATION REQUESTED

COPIES OF:
<input checked="" type="checkbox"/> Call for Service
RECORDINGS OF:
<u>All radio traffic available; Warren County and Lebanon agencies. Any inbound 911 calls or associated phones calls.</u>

NOTE: Some of the printed material you receive may have information that cannot be released by law. This information has been redacted (blacked out by marker) in accordance with the law. In most cases, redacted information will be social security numbers. LEADS/NCIC information is only available to law enforcement personnel, as defined in the Ohio Revised Code.

DEPARTMENT USE ONLY

Prepared by _____	Notes _____	Date _____	CFS Updated <input type="checkbox"/>
Notified: 1) _____	2) _____	Box in dispatch / IO mailed / Emailed on _____	
	Picked Up / Mailed on _____	By: _____	