



# OPEN RECORDS REQUEST INSTRUCTIONS

Telephone: (334) 676-6100

[www.ALEA.gov](http://www.ALEA.gov)

The Alabama Law Enforcement Agency has established the following procedure for requesting open (public) records.

1. Please complete and sign the attached form.
2. You may attach additional pages if necessary.
3. Please submit your request to:  
Alabama Law Enforcement Agency Attn: Legal Division  
301 South Ripley Street  
P. O. Box 304115  
Montgomery, Alabama 36130  
[openrecords@alea.gov](mailto:openrecords@alea.gov)
4. TIPS:
  - A. Generally, only Alabama citizens or entities are entitled to open records.
  - B. The Freedom of Information Act (FOIA), 5 U.S.C.A. § 552, only covers "information maintained by executive branch agencies of the federal government."
  - C. Please avoid terms like "related to" or "pertaining to". These terms are vague and difficult to interpret precisely.
  - D. Accident reports sought under Section 32-10-7 of the Code of Alabama may be retrieved by visiting the ALEA.gov website. All other requests may only be obtained by court order or subpoena.
  - E. Traffic Homicide Investigations (THI) are criminal investigations that do not fall under the Open Records Law. A subpoena is required to obtain all THI reports which cannot be released until after the District Attorney's office has adjudicated prosecution. Once a subpoena is received, THI will contact The District Attorney's office for permission to release the report. Further questions can be addressed to [ALEA.THI@alea.gov](mailto:ALEA.THI@alea.gov)
  - F. Please write legibly or type your request.
  - G. Remember to sign your request.

We make every effort to answer requests within 30 days, which is the Attorney General's Office's suggested timeframe. Once your request is processed, you will receive a confirmation letter and additional instructions regarding payment, if required, or any deficiencies in your request.

Should you have any questions or need additional information, please contact the Legal Division of the Alabama Enforcement Agency at (334) 676-6100.



# OPEN RECORDS REQUEST FORM

Name and Title of Person Requesting Records: André Natta, a citizen of Alabama, in coordination with e.

Contact Information for Person Requesting Records:

Business Phone: 617-299-1832 Cell Phone: \_\_\_\_\_

Email Address: 140255-29044535@requests.muckrock.com

Physical Address of Business/Organization/Person: MuckRock News  
DEPT MR#140255  
263 Huntington Ave  
Boston, MA 02115

Purpose for Which Information is Requested: The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

Search Terms: \_\_\_\_\_

Specific Documents: All contracts, licenses, MOUs, letters of intent, State of Work documents, Scope of Work documents, and other agreement documents for the use of CopLinkX software at the Alabama Fusion Center. The vendor is either Forensic Logic or ShotSpotter.

## Signature and Title of Individual Requesting Records:

André Natta, a citizen of Alabama, in coordination with e.

Date: 3/3/2023