



**CCTV AND AUDIO RECORDING  
VIEWING REQUEST FORM**

CCTV LOG No-

**REQUESTING PARTY TO COMPLETE:**

**Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Company:** \_\_\_\_\_  
**Job Description:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**INCIDENT DETAILS**

**Incident Date:** \_\_\_\_\_ **Location:** \_\_\_\_\_  
**Time From:** \_\_\_\_\_ **Time To:** \_\_\_\_\_  
**Description of Incident:** *(including; security, safety)*

**Reason for request:**

Geraldton Airport reserves the right to refuse to permit you to view any CCTV footage.

**OFFICE *USE ONLY***

**Received By:** \_\_\_\_\_ **Date Received:** \_\_\_\_\_  
**Airport Manager:** \_\_\_\_\_ **Request Authorised:**  YES  NO  
**Signature:** \_\_\_\_\_ **Date Authorised:** \_\_\_\_\_  
**Allocated To:** \_\_\_\_\_ **Date Released:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_  
**Comments:** \_\_\_\_\_

I agree that any CCTV viewing will only be for the purpose as specified in this form.  
**Copy supplied:**  YES  NO **Received by:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Request Complete:**  YES  NO **Airport Officer:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_