



## INSTRUCTIONS/INFORMATION

Per disc fee

**Regular - \$5.00 Certified - \$8.00**

Make payment to DPS in the form of money order or cashier's check.

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**1. In person.**

Open record requests may be submitted from 8:00 A.M. to 4:30 P.M., Monday through Friday, excluding state holidays, to the Records Management Division, Room 206, Department of Public Safety, 3600 North Martin Luther King Avenue, Oklahoma City, OK.

**2. By United States mail to the following address:**

Department of Public Safety  
Dash Cam Video Production Unit  
P.O. Box 11415  
Oklahoma City, OK 73136-0415

**3. By other mail delivery service to the following address:**

Department of Public Safety  
Dash Cam Video Production Unit  
3600 North Martin Luther King Avenue  
Oklahoma City, Oklahoma 73111

**Note:** The Department cannot respond by the United Parcel Service or FedEx.

The Department does not accept FAX or electronic requests at this time.

If you have questions about information related to a dash cam video please call \_\_\_\_\_ or you may email [dashcam@dps.ok.gov](mailto:dashcam@dps.ok.gov).

All dash cam videos will be produced on a DVD and can be picked up at DPS in the Records Management Division at \_\_\_\_\_, Martin Luther King Ave., Oklahoma City. You will be notified when the DVD is available. If you do not wish to pick the materials up in person please provide a self-addressed prepaid postage envelope for a DVD.