

**AUSTIN COMMUNITY COLLEGE  
ACCNET/TELECOM  
REQUEST FOR TELEPHONE LINE TRACE**

Date: \_\_\_\_\_

*Employee Name:* \_\_\_\_\_

*Department/Campus:* \_\_\_\_\_

*Telephone Number:* \_\_\_\_\_

ACC Telecom Department in conjunction with ACC Campus Police Department will take appropriate action to determine the source of certain malicious, obscene, or annoying telephone calls received at the telephone number listed above. Some calls may not be capable of being traced.

The information obtained from such a line trace will be used by the ACC Campus Police Department and may be further disclosed to other law enforcement agencies if need arises for investigation purposes. The information obtained shall not be disclosed to the employee making the request for the trace.

*I have read and understand the information herein.*

\_\_\_\_\_  
Employee Signature / Date

\_\_\_\_\_  
Law Enforcement Representative Signature / Date