

## **COPS Baseline 6-2: Release of Electronic Records**

### **ABSTRACT**

Prior to the release of any electronic files, an agreement must be made with the recipient to limit liability and further dissemination of the data. This document provides a template for an agreement regarding the transfer and release of electronic records. It allows the user to alter the form based on the project and client, and can be used as a standalone agreement or as an addendum to an existing contract.