

Audio Recording Authorization

Return the completed, signed form to support@startechgrp.com. STG will not enable audio until this form is received.

1. Customer

Customer / association name _____

Property address _____

STG account / job # _____

2. Audio locations

Camera / device	Location (e.g., gatehouse visitor lane, booth interior)	Notice sign posted?	Sign installed by
		☐ Yes ☐ No	☐ STG ☐ Customer
		☐ Yes ☐ No	☐ STG ☐ Customer
		☐ Yes ☐ No	☐ STG ☐ Customer
		☐ Yes ☐ No	☐ STG ☐ Customer

☐ More locations are listed on Attachment A (page 3). Total audio locations: _____

3. Customer certifications (initial each)

- _____ The Customer requests that STG enable audio recording at the locations listed above.
- _____ A clearly visible sign stating that audio and video recording is in progress is posted at each listed location, and the Customer will keep it posted.
- _____ All guards, employees, and contractors who work at these locations have been notified in writing that audio is recorded.
- _____ No audio will be recorded in restrooms, locker rooms, changing areas, or any other place where people expect privacy.
- _____ The Customer will notify STG promptly if any sign is removed or a location changes, so audio can be disabled.

4. Terms

- Customer responsibility.** The Customer decided to record audio and is solely responsible for complying with Florida and federal recording and privacy laws, including Chapter 934, Florida Statutes.
- STG's role.** STG configures equipment as directed by the Customer. STG does not give legal advice, does not monitor recordings, and does not determine whether recording is lawful at any location.
- Release of liability.** The Customer releases STG, its owners, employees, and contractors from claims arising from the recording, storage, use, or release of audio at the Customer's property, except claims caused by STG's gross negligence or willful misconduct.
- Indemnity.** The Customer will indemnify and hold STG harmless from third-party claims arising from audio recording at the Customer's property, except claims caused by STG's gross negligence or willful misconduct.
- Disabling audio.** STG may disable audio at any location if it learns that notice is not posted or that recording may be unlawful. The Customer may revoke this authorization in writing at any time.

5. Signing authority

The person signing below certifies that they are authorized to approve audio recording for this property. For an association, a property manager must attach board approval.

Signer is: ☐ Board President ☐ Other board officer ☐ Property manager / CAM (approval attached)
☐ Property / business owner ☐ Authorized manager

6. Signature

Printed name

Title

Signature

Date

STG use only

Audio enabled by

Date

☐ Signage verified on site (photo saved in job file)

Attachment A: Additional Audio Locations

Property

STG account / job #

Each location listed here is covered by the certifications and terms of this Audio Recording Authorization. Copy this page if more rows are needed.

[illegible]

Customer initials

Page ____ of ____

Attachment B: Guard / Staff Audio Recording Acknowledgment

Property _____

Location(s) _____

By signing below, I acknowledge that cameras at the locations above record both audio and video, including conversations inside the gatehouse or booth and at the visitor lane.

Printed name	Company	Signature	Date