



Delia Briones Office of the County Clerk

Criminal Division Public Information Act Request Form

Requestors Information:

Requestor's Name: _____

Preferred Contact Method: _____

Requestor's Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Email Address: _____

Amount not to exceed: _____

Information Requested:

Type of Record Requested: **Criminal Misdemeanor** (Excel, Text, of PDF Report) **Other Information**

of copies being requested: _____ Method of Delivery: **Pick-Up** **USB** **US Mail** **CD** **Email** **Dropbox**

Key Data Fields Requested: _____

Date Range(s) : _____

(MM/DD/YYYY - MM/DD/YYYY)

Please describe in detail the specific range of information being requested (class, offense codes, dispositions, etc.)

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Texas Government Code, Chapter 552, gives you the right to access government records; and an officer for public information and the officer's agent may not ask why you want them. All government information is presumed to be available to the public. Certain exceptions may apply to the disclosure of the information. Governmental bodies shall promptly release requested information that is not confidential by law, either constitutional, statutory, or by judicial decision, or information for which an exception to disclosure has not been sought.

The County Clerk's Office is **NOT** the custodian of environmental and tax records.