

JUDICIARY RECORDS REQUEST

**Dallas Municipal Court
Records Division
2014 Main Street Rm. 268
Dallas, Texas 75201**

For Office Use Only	
Date Received	Date Due
Date Released/ Mailed	Signature of Recipient

Pursuant to Gov't Code § 552.0035(a), access to court case records and other information collected, assembled, or maintained by or for the judiciary is governed by the Supreme Court of Texas or by other applicable laws and rules. Judiciary Records are not subject to the Public Information Act.

Please print the following information:

Person Issued Citation(s): _____ Date of Birth _____
Last Name, First Name

Citation Number(s): _____

Information Requested: ☐ Check here for certified records (See Schedule for Cost)

The records will be produced within 14 business days or you will receive a written notice at the address below providing the date when the records will be available.

Check one option:

- ☐ Please mail the records using the self-addressed, stamped envelope provided.
- ☐ Please call me at the phone number below, and I will pick up the records within 14 days.

Name of Requestor: _____ Phone: _____

Address: _____

Signature: _____ Date: _____