



City of Rockwall
The New Horizon

REQUEST FOR RECORDS

Texas CCP 45.0217(b) – Juvenile Information will only be released to the Juvenile, Parents/Guardian/Managing Conservator of Juvenile, Attorney for the Juvenile, Criminal Justice Agency, or DPS.

Date of Request: _____

INFORMATION REQUESTED WILL NOT BE AVAILABLE THE DATE OF REQUEST

This is a request for the following Citation/Case#(s) _____.
Please be specific about the citation/case you are requesting information for.

_____ Copy of Judgment/Disposition _____

_____ Certified Copy of Judgment/Disposition _____

_____ Other (specify) _____

Information is being requested on:

Defendant: _____

Last

First

Middle

DOB: _____ DL: _____

Person requesting information:

_____ I am the Defendant – daytime contact phone # _____

_____ I am not the Defendant – Name: _____

Daytime contact phone #: _____

Delivery Information:

_____ Mail to: _____

_____ Will pick up. Daytime contact phone #(MUST BE ABLE TO LEAVE MESSAGE) _____

Signature of Requestor

Date

This section to be completed by the Court:

_____ Completed – Records located and provided to requestor.

_____ Completed – Records requested were not located on file with this court.

_____ Records destroyed as per City of Rockwall Records Retention Schedule.

_____ Hold (Reason): _____

Clerk Initials: _____

Request processed by: _____ Date: _____