



WYLIE POLICE DEPARTMENT OPEN RECORDS REQUEST FORM

2000 N HWY 78
WYLIE, TEXAS 75098
972-442-8170 OFFICE
972-442-8173 FAX

REQUESTOR CONTACT INFORMATION *(please print all information)*

DATE: _____

REQUESTOR'S NAME: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL: _____ CASE NUMBER (if available): _____

NOTICE TO REQUESTOR

In making this request, you the requestor understand that the Wylie Police Department is under no obligation to create a document to satisfy your request or to comply with a standing request for information.

The Wylie Police Department Records Division has up to 10 working days to fulfill your request.

Requests that are forwarded to the Attorney General for an Opinion can take 6 – 8 weeks for a response

REQUESTED INFORMATION *(please print all information)*

OFFENSE REPORT ARREST REPORT CALL FOR SERVICE GOOD CITIZEN LETTER OTHER

DATE OR DATE FRAME OF INCIDENT: _____

ADDRESS INVOLVED OF INCIDENT: _____

PARTIES INVOLVED: *(please print all information)*

FIRST NAME	LAST NAME	DATE OF BIRTH

Describe the exact information you are requesting: include details that may help in locating the information in the lines provided below.

PLEASE SIGN **ONLY ONE** OPTION

By signing below you agree to all redactions (information blacked out) made by The Wylie Police Department Records Division:

Requestor's Signature

By signing below you are requesting an Attorney General's Opinion on release of the information you are requesting from The Wylie Police Department Records Division:

Requestor's Signature

OFFICE USE ONLY

Released by: _____ Information provided: _____

Method of payment: cash: _____ check #: _____ debit/credit card: _____ receipt #: _____