



Dallas County Sheriff's Department  
133 N. Riverfront Boulevard, LB - 31  
Dallas, Texas 75207- 4313  
Telephone: 214-653-3462 Fax: 214-653-3420

**(Record search is for Dallas County & Non Juvenile Records Only)**

**Application Process:**  
**Mail to:** Dallas County Sheriff's Dept., 133 N. Riverfront Blvd., LB-31, Dallas TX 75207  
Please return completed application with copies of two government issued Identifications (not expired);  
Payment of \$35.00 Money Order or Cashier's Check made payable to: "Dallas County Sheriff's Dept. "..  
  
**Apply In Person:** Office hours are Monday - Friday, 8:30 a.m. to 4:00 p.m.  
Bring two government issued Identifications (not expired)  
and Processing Fee of \$35 (Cash, Money Order or Cashier's Check Only)  
**\*\* NO REFUNDS \*\***

**Check one:**

- Police Clearance Letter       Visa Clearance Letter       Hunting Letter

Reason for request: \_\_\_\_\_

I, \_\_\_\_\_, do hereby authorize Sheriff Marian Brown, or her designee, to research the contents of any criminal history record that the Dallas County Sheriff's Office may possess concerning me. I also agree to hold Marian Brown, or her designee, harmless should any information given to me become distributed to others.

Name: (Please print) \_\_\_\_\_  
(Last) (First) (Middle)

List any former or alias names: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_  
(Street & Number) (Apt) (City) (State) (Zip Code)

Date of Birth: \_\_\_\_\_ Race: \_\_\_\_\_ Sex: \_\_\_\_\_

Social Security No.: \_\_\_\_\_ Driver's License or /I.D. : \_\_\_\_\_ State: \_\_\_\_\_

Daytime Telephone Number: \_ (\_\_\_\_) \_\_\_\_\_ Alternate Number: \_ (\_\_\_\_) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

POA/Guardianship Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(copy of Power of Attorney Affidavit required)

Subscribed and sworn to before me this \_\_\_\_\_ Day of \_\_\_\_\_, Year \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC in and for the State of TEXAS

(NOTARY SEAL)

My Commission expires: \_\_\_\_\_