



## Dallas County Clerk PUBLIC INFORMATION REQUEST FORM

[If submitted electronically, or fax to 214-653-7566]

This form may be used only for request related to records maintained by the county clerk.

County clerk records identified as “public records” do not fall under the public information act and can be found on the county website, i.e. court records, property records and campaign finance reports. We *do not maintain* court records related to divorce or family court matters, employment records, or budget. For information related to foreclosure property sales, please contact the Sheriff’s office, 214-653-3501.

For countywide request, please visit this page on the county’s website:  
<https://www.dallascounty.org/government/comcrt/openrecords.php>

County clerk records bulk data request should be sent to: [CC-Inquiry@dallascounty.org](mailto:CC-Inquiry@dallascounty.org)

### RECORDS REQUEST

Executed Contracts from Commissioner’s Court       Personal Financial Statements

Official Oaths and Bonds       Unclaimed Funds Listing (Trust Accounts Only)

Requestor: \_\_\_\_\_ Date: \_\_\_\_\_

Description of information requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Requestor’s Signature: \_\_\_\_\_ Email address: \_\_\_\_\_

Dallas County policy requires us to submit some request to the district attorney’s office for review. In the event your request requires DA review, response time may take several days.

\_\_\_\_\_

Received by: \_\_\_\_\_, Deputy Clerk  
Print Name

Request submitted to Civil District Attorney for review. Yes  No

Date referred to District Attorney: \_\_\_\_\_