



Dallas County
 Felicia Pitre, District Clerk
 Stanley Tungate, Records Information Officer

FELONY CRIMINAL RECORDS REQUEST

Please print legibly/ Por favor escriba legible

Today's Date (mm/dd/yyyy): (Fecha – Mes/Día/Año)	- -		
Requestor: (Nombre de solicitante)			
Telephone Number: (Numero de telefono)	()	-	
Defendant's Full Name: (Nombre completo de defendiente)			
Date of Birth (mm/dd/yyyy): (Fecha de nacimiento)	- -		
Case Numbers/Cause (Numero de caso): <u>Must begin with "F"</u>		FOR RECORDS USE ONLY	
		Offsite	Complete
1) F			
2) F			
3) F			
4) F			

FEES AND INFORMATION

- All **copies**, certified or non-certified, are a **\$1.00 per page**.
- **Felony Record Searches are \$5.00** per name and/or date of birth.
- Requests made **after 4:00pm** will be processed the next business day.
- Request for **offsite/warehouse** files takes a minimum of **5 to 10 business days** to be retrieved.
- Request for copies **over 50 pages** requires a minimum of **2 business days to process**.
- Request may be submitted in-person, mailed or emailed @: DCRecordsCriminal@DallasCounty.org .

FOR RECORDS USE ONLY

FOR RECORDS USE ONLY		
Request received by:		
A	LM	Date

Dallas County District Clerk <i>Felony Criminal Records Section</i> www.DallasCounty.org	133 North Riverfront Blvd (Lockbox #12) Dallas, Texas 75207 8:00am – 4:30pm Monday-Friday	Contact Us DCRecordsCriminal@DallasCounty.org Phone: (214) 653 – 5950 Fax: (214) 653 – 5986
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