



**Dallas County Sheriff's Office**  
**133 N. Riverfront Boulevard, LB - 31**  
**Dallas, Texas 75207- 4313**  
**Telephone: 214-653-2677**

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

**Application Process:**

**Mail to:** Dallas County Sheriff's Office, 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 Office".

**Apply In Person:** Office hours are Monday - Friday, 8:30 a.m. to 3:00 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:** \_\_\_\_\_