



Open Records Request

Date of Request: _____ Time: _____

Some information you are requesting may be considered confidential or otherwise excepted from the public disclosure requirements of the Texas Public Information Act. If you agree to accept a redacted copy of the requested record, we will provide you with a redacted copy within ten (10) working days from the date of the request. If you wish to have a record with no redactions, the department may, by law, request a ruling by the Texas Attorney General's Office on whether all, or part, of your request is releasable. Records submitted to the Texas Attorney General's Office can take forty-five (45) days or longer from the date of the request before a ruling is provided.

I would like a copy of the following document(s):

All requests must include complete details: names, dates, location and vehicle description (if applicable)

**** CHECK ONLY ONE BOX BELOW ****

I acknowledge that I waive the right to have the record I have requested sent to the Texas Attorney General's Office for a ruling on disclosure.

I wish to have the records/documents which I have requested sent to the Texas Attorney General's Office for a ruling on disclosure.

Signature of Requestor

Phone Number of Requestor

Printed Name of Requestor

Fax Number of Requestor

Address of Requestor (including street number, street name, apt number (if applicable), city state, and zip

SEE REVERSE SIDE

The City of Duncanville, Texas has received your public information request for _____ dated _____.

The information you requested contains personal information that relates to:

- a peace officer;
- a county jailer;
- a current or former employee of the Texas Department of Criminal Justice;
- a commissioned security officer;
- an employee of a district attorney, criminal district attorney, or county or municipal attorney whose jurisdiction includes any criminal law or child protective services matters;
- an officer or employee of a community supervision and corrections department;
- a criminal investigator of the United States;
- a police officer or inspector of the United States Federal Protective Service; or
- a current or former employee of the office of the attorney general who is or was assigned to a division with law enforcement duties.

The requested information includes this public employee's home address, home telephone number, emergency contact information, social security number, and/or family member information. As permitted by section 552.1175 of the Texas Government Code, this public employee has chosen to make this personal information confidential. Our office is prohibited by law from releasing this personal information to you, and therefore, we have removed this information from the enclosed information we are providing to you.

Normally, we must request a ruling from the Texas Attorney General before we can withhold any of the information you requested. However, section 552.1175 allows us to withhold this specific information without requesting a ruling from the attorney general.

You have the right to appeal our decision to withhold this information from you. Instructions for appeal are at the end of this letter. If you do not want to appeal, you do not need to do anything else. Please note that we are only withholding the specific categories of information that are confidential under section 552.1175. We will process the rest of your request for information in accordance with the terms of the Public Information Act.

Duncanville Police Department
Records Division
PO Box 380280
Duncanville, TX 75138

203 E. Wheatland Rd.
Duncanville, TX 75116

972-780-5024
Fax 972-780-4948