



LIBERTY POLICE DEPARTMENT

1906 LAKELAND DRIVE
LIBERTY, TX 77575
936-336-5666



GARY MARTIN
CHIEF OF POLICE

WWW.CITYOFLIBERTY.ORG

TOM WARNER
CITY MANAGER

Open Records Request

Name: _____ Email: _____

Phone: _____ Address: _____

Pursuant to the Public Information Act, Texas Government Code, Section 552, I hereby request the following information currently existing in the records of the Liberty Police Department, Liberty, TX.

List information as specifically as possible, including name, date and case numbers, if known. Attach a separate sheet to this form if necessary.

_____ I wish to obtain a copy of the requested information. Information copied onto non-standardized size paper, cassette tapes, or computer discs and photographs will require additional charges. In this case, your request will be referred to the City Secretary.

_____ I wish to obtain a clearance letter.

_____ I wish to obtain a copy of a police accident report.

_____ I do not want copies, but wish only to inspect the requested information. Please call me at the number above to schedule a time when the records will be available.

In making this request, I understand that the Liberty Police Department is under no obligation to create a document to satisfy my request or to comply with a standing request for information. I further understand that the information will be released only in accordance with the Public Information Act, which may require a determination as to confidentiality by the Texas Attorney General prior to a release. I further understand that the Liberty Police Department has 10 business days in which to request such a determination.

Date

Requestor's Signature