



Rosenberg Police Department
 2120 Fourth Street
 Rosenberg, Texas 77471
 Ph# (832) 595-3730 Fax# (832) 595-3731
 (fax# for Offense Report, Call Sheet, or Calls for Service request only)

OPEN RECORDS REQUEST

Please Print All Information

Requestor's Information

- The Rosenberg Police Department will determine if requested information is available under the Public Information Act & will have 10 days to comply with your request or advise reason records are not available.
- Records must be picked up within 30 days, between normal business hours of 8am-4pm, Mon-Fri.

Requestor's Name: _____ Today's Date: _____

Address: _____
(Street # / Name) (City/State/Zip)

Phone#: _____ Email (optional): _____
If you prefer report be emailed, please provide us with your email address.

CRASH REPORT: The cost for a copy of a crash report is \$6.00, exact cash or check (made payable to City of Rosenberg). You may also download a copy by visiting the TXDOT website: <http://www.txdot.gov/driver/laws/crash-reports.html>
 Please provide TWO of the following to obtain a crash report (Transportation Code, Ch 550).

1. Date of Crash: _____ 2. Driver's Name: _____ 3. Location of Crash: _____

Please mark (1) of the following as the requestor: Driver/Passenger/Pedestrian/Pedalcyclist Owner of damaged property
 Owner or Policyholder of the vehicle Insurance Company listed on report
 Other (will receive redacted report)

- All records are subject to fees.
- In order for us to expedite your request, please provide as much information that you can.

Offense Report (case # _____) **Call Sheet** (date and address is needed) (case # _____) **Calls for Service**

Date of Incident: _____ Address of Incident: _____

Name of Person Involved: _____ DOB: _____

Please be specific in what you are looking for: _____

Signature required on **ONLY ONE** option below. If both boxes are signed, the request will be returned to you:

By signing below you agree to all redactions made by the Rosenberg Police Department Records Division, or the release of only the public portion for this case:

Requestor's Signature

By signing below you are requesting an Attorney General's Opinion on release of the information you are requesting from the Rosenberg Police Department Records Division (this process takes approx 6-8 weeks):

Requestor's Signature