



# ORANGE COUNTY SHERIFF'S OFFICE

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Sheriff's Association  
of Texas Member

**JIMMY LANE MOONEY**  
SHERIFF

**MARK DUBOIS**  
CHIEF DEPUTY

## REQUEST FOR RECORDING

(All requests will be processed in the order received, and in compliance with the time limits set forth in Government Code Chapter 552, Subchapter E, and Section 1701.662, Texas Occupations Code.)

Requestor's Name: \_\_\_\_\_ Date Requested: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

SS#: \_\_\_\_\_ DOB: \_\_\_\_\_ Email Address: \_\_\_\_\_

Other Names/Date of Birth \_\_\_\_\_

**A copy of your driver license/state ID is required for verification purposes.**

Please select how you wish to receive the materials (check only one):

\_\_\_\_\_ Pick Up      \_\_\_\_\_ Email

### FOR EACH RECORDING REQUESTED, PROVIDE THE FOLLOWING INFORMATION:

Date and Approximate Time of Recording	Specific Location of Recording	Name of Person(s) Known to be Subject of Recording

### FOR OFFICE USE ONLY:

# of Recordings (\$10.00 per recording, TAC 70.13(b)(1)) \_\_\_\_\_

# of Full Minutes (\$1.00/min, TAC 70.13(b)(2)) \_\_\_\_\_

TOTAL: \_\_\_\_\_