



ORANGE COUNTY SHERIFF'S OFFICE
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Bobby Smith
SHERIFF

Richard Howard
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: _____