



CASTLE HILLS POLICE DEPARTMENT

209 LEMONWOOD DRIVE • CASTLE HILLS, TEXAS 78213-2410 • (210) 342-2341 • FAX (210) 342-5358

CASTLE HILLS POLICE DEPT. REQUEST FOR POLICE REPORT		Case Number (if available):	
Location of Incident:		Date of Incident:	Times: <input type="checkbox"/> AM <input type="checkbox"/> PM
Name of Person Involved in Incident: (PRINT)			
Address:		Type of Report: <input type="checkbox"/> Traffic Accident <input type="checkbox"/> Other	
Requested By: (PRINT)		Briefly Describe Other:	
Address: (FOR MAILING PURPOSES)			
Phone Number:			
<input type="checkbox"/> Government Agency: <input type="checkbox"/> Person Involved <input type="checkbox"/> Lawyer <input type="checkbox"/> Employer of Involved <input type="checkbox"/> Parents/Legal Guardian <input type="checkbox"/> Owner of Vehicle	<input type="checkbox"/> Property Damage (Due to Accident) <input type="checkbox"/> Loan Holder of Vehicle <input type="checkbox"/> Insurance Company <input type="checkbox"/> Media <input type="checkbox"/> No Connection (List Reason In The Box To The Right)		
ALL INFORMATION MUST BE COMPLETE AND CORRECT			

NOTE: Requests for accident reports requires at least two of the following three items, even if you present a case number:

1. Name of person involved in the accident
2. Exact location of the accident
3. Exact date of the accident

Only two reports per request

Reports are available 5-7 business days after incident

Perjury is a Class A misdemeanor under Texas Penal Code §37.02 and punishable by a fine not to exceed \$4,000, up to a year confinement in jail, or both such fine and confinement.

I declare under penalty of perjury that the foregoing answers are true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, _____.

Signature

Records Response:

- Request Incomplete.** (Please provide the information in the high-lighted fields)
- Report available at court clerks' office.** (Please take this form to a cashier)
- Report not yet completed.**
- Report complete**
- Other:**