



FREEPORT POLICE DEPARTMENT

430 N. Brazosport Blvd • Freeport, TX 77541 • 979.239.1211 • Fax
979.239.2075

Danny Gillchriest
Captain

Jennifer Howell
Chief of Police

Corey Brinkman
Lieutenant

Date: _____

In accordance with Chapter 522, Public Information Act, of the Texas Government Code, I,
_____, hereby request a copy of the following:

(Print Name)

Freeport Police Department case number _____

Other (**please specify**): _____

I am requesting Basic Information only. (Basic information satisfies the requirements of insurance companies.)

I wish to receive a complete copy. I understand that a ruling by the Attorney General's office will be requested within 10 business days and I will be unable to receive any information until a ruling is obtained. I further understand that the ruling by the AG's office may or may not be in my favor.

I wish to obtain body cam footage. I understand I **must provide** the following information in order for to process the request: The date and approximate time of the recording; the specific location of the recording; and one or more persons (other than the officer) known to be the subject of the recording: _____

Please note, there may be a charge for each report. There may be additional charges if there is a large volume of paper or man-hours required.

Address: _____
(Street) (Apartment#) (City, State, Zip)

Phone numbers: _____ or _____
(Contact) (Alternate Contact)

Do you want the records emailed to you or do you want to pick them up in person? emailed pick up in person

Email: _____

Signature: _____

For further assistance, please contact the Freeport Police Department Records Clerk by mail at 430 N. Brazosport Blvd. Freeport Tx. 77541, by phone at 979-239-1211, by email etaylor@freeport.tx.us, or by fax @979-239-3830.

Under Chapter 522 of the Public Information Act, the Governmental body must promptly produce the information or submit a letter to the Attorney General's Office within 10 days to request a ruling on withholding the information (see attached). Promptly means "as soon as possible under the circumstances" and "within a reasonable time, without delay". The requestor may wish to narrow the parameters of the initial request and receive only the basic information (as defined by the Public Information Act), thereby avoiding the necessity of requesting a ruling from the AG's Office.

OFFICE USE ONLY

Contact made attempted:
Message left Yes No
Date: _____ Time: _____
Print copy provided
Emailed copy provided

Type of report given: basic complete
Date provided: _____
Provided by: _____

Cost: \$ _____