North Richland Hills Police Department
Public Information Request

I, _____ am submitting this document as my Open Records Request as stated below. I am submitting specific information to what I am requesting. I understand there is information that may not be disclosed due to Texas State Laws pertaining to Public Information as well as other mandates to include but not limited to the following:

Section 552.130 of the Texas Government Code requires that we withhold from public release all Texas vehicle identification numbers.

Section 552.147 of the Texas Government Code allows for the immediate removal of social security numbers from reports.

The Privacy Act of 1974, as amended at 5 U.S.C. 552a, makes an individual's social security number confidential and requires that it also be withheld from public release.

Also, under authority of ORD -684 (2009), a previous determination by the Texas Attorney General, the following listed items, if applicable, will be redacted or otherwise withheld from release in response to your request:

* A direct deposit authorization form;
* A form I-9 and attachments;
* W-2 and W-4 forms;
* A certified agenda and tape of a closed meeting;
* A fingerprint;
* L-2 (Medical Condition) and L-3 (Licensee Psychological and Emotional Health) declarations;
* Texas driver's license number, copy of a driver's license, a Texas license plate number, the portion of a photograph that reveals a Texas license plate number, the portion of a vehicle depicting a discernible Texas license plate number;
* Credit Card number, debit card number, charge card number, insurance policy number, bank account number, bank routing number;
* An e-mail address of a member of the public;
* For DD-214 or other military discharge record that is first recorded or first comes into the possession of a governmental body on or after September 1, 2003

Some documents or portions thereof, are subject to non-disclosure under Chapter 552 of the Texas Government Code Public Information Act, Texas Family Code, Texas Health and Safety Code, and other state and federal laws.

I understand depending on what has been requested, the North Richland Hills Police Department may take up to 10 (ten) business days to reply. I understand there may be a cost associated with the requested information. The following are the *most common* costs for documents and comply with the guidelines set forth by the Attorney General's Office of the State of Texas; this is not a complete cost list:

Ten cents (.10) per page for paper copies of Offense or Arrest reports, $3.00 for DVD's, $6.00 for accident reports, and an additional $2.00 to certify any type of report.

Signature of Requestor: _____

Requestor Address: _____

City: _____Zip Code:_____

Telephone: _____

E-mail address: _____
(If you wish to receive your request by e-mail)

What information are you requesting? Please be specific.

Type of Report (select all that apply):

Offense ☐ Arrest ☐ Audio ☐ Video ☐ Other ☐

Date of Report: _____

Report Number: _____

Address where this occurred: _____

Any additional comments: _____

_____

_____

_____

_____

_____

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Date received by NRHPD _____ Received by I.D # _____

Time received by NRHPD _____ ORL Number _____

To request information from this governmental body, please contact:
By mail to:
North Richland Hills Police Department
Attn: Open Records
4301 City Point Dr.
North Richland Hills, Texas 76180
By email to: policereport@nrhtx.com
By fax to: 817-427-7066
In person at: 4301 City Point Dr.
North Richland Hills, Texas 76180

For complaints regarding failure to release public information please contact your local county or district attorney.

- You may also contact the Office of the Attorney General, Open Government Hotline, at (512) 478-6736 or toll-free at 1-877-673-6839.
- For complaints regarding overcharges, please contact the Office of the Attorney General, Cost Hotline at (512) 475-2497 or toll-free at 1-888-672-6787