



Wise County Sheriff's Department

Sheriff Phil Ryan

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PUBLIC ACCESS TO CRIMINAL HISTORY CHECKS

LOCAL

For local checks only (Wise County), you must appear in person with photo identification. The Sheriff's Department will check computerized files and list arrests where you were incarcerated in the Wise County Jail ONLY and check for outstanding warrants in Wise County ONLY. There is no charge.

STATE

For statewide checks, you must send the requisite materials to the Texas Department of Public Safety.

"It is the policy of the Texas Department of Public Safety than an individual or their authorized representative have access to and may receive a copy of their criminal history record information, in compliance with Vernon's Texas Civil Statutes, 6252-17A, Section 3B.

The individual (or their authorized representative) must submit a written request for the criminal history information. If an authorized representative is the requestor, written authorization from the individual must be attached. The following is a list of items that must be included and submitted with each written request. Any missing item(s) will cause the request to be returned.

1. Printed Name of individual. Include any other (alias) names used. Name should be listed Last name, First Name, Middle Name. Use complete name (do not use initials).
2. Sex
3. Race
4. Date of birth in format month-day-year.
5. Complete and legible set of fingerprints. (Fingerprints must be taken by a law enforcement agency. DPS approved fingerprinting is available at the Sheriff's Department for a cost of \$10).
6. Social Security Number
7. Return address of individual or return address of person the individual has authorized to receive the criminal history.
8. Enclose cash, check, or U.S. money order for \$15.00 per each fingerprint card.

Mail the written request and fingerprint card to:

Texas Department of Public Safety
Crime Records Service
PO Box 15999
Austin, Texas 78781-5999
Attention: Correspondence Supervisor

If a criminal history record is found, it, along with the fingerprint card will be returned to the individual or the authorized representative.

If no record is found, a notation of such will be made on the fingerprint card and returned.

For further information, call 512-465-2079.

Crime Does Not Have To Be A Fact Of Life