

Records Request

Crash Reports

If you are involved in a vehicle accident, you should allow approximately 4 business days for the report to be entered into our system before trying to obtain a copy. Crash reports can be obtained in person at the Quitman Police Department during business hours (Monday through Friday from 8 AM to 5 PM). You can also purchase a copy of your crash report online by going to the [Crash Records Information System website](#).

Basic Information Request

The Public Information Act, Texas Government Code, Chapter 552 gives you the right to access government records. Certain exceptions may apply to the disclosure of the information. The city will strive to furnish all information that is approved within 10 working days. Medical patient care information will only be released in accordance with the standards relating to Privacy of Individually Identifiable Health Information, 45 CFR parts 160 and 164 under the Health Insurance Portability and Accountability Act.

If you reported a crime, you may pick up a copy of the basic information of the offense report from the Quitman Police Department during normal business hours. You will be asked to present a photo I.D. before the report is released to you. If you need additional information not included in the basic information, you will need to submit an Open Records Request.

Please Note: *Certain circumstances may arise where a record could be deemed confidential by law, in which case, you will be asked to submit an open records request, and it will be referred to the Open Records Division of the Texas Attorney General's office for review.*

Open Records Request

The "Texas Public Information Act" (Government Code, Chapter 552) provides for public access to most government records and for sale of copies of such records, including Police Reports. The Transportation Code (550.065) addresses the release of accident reports and sets fees for copies. The Texas Administrative Code (1 TAC 111.16 - .70) also addresses the cost of copies of open records (fees charged to the public for each copy of a record).

All other requests for copies of records will need to be obtained through an Open Records Request. Please allow 10 working days for us to respond. Please include the requestor's name, address and phone number. Be specific as to the type of information requested.

You may submit your request in writing to the Records Department using one of the following methods:

By hand delivery during normal business hours to the Quitman PD Records:

401 S. Main Street
Quitman, TX 75494

By mail specifically addressed to:

Quitman Police Department
Attn: Records
P.O. Box 1855
Quitman, TX 75783

By emailing our designated email address for Quitman Police Records, which is [policeqmain1 \[at\] quitmantx.org](mailto:policeqmain1@quitmantx.org)

This email is strictly for records request. Please do not send advertisements or messages to Chief or officers. For contacting staff at Police Department please, call 903-763-4410, then you will be given instructions on how to proceed. If you submit a request by regular post mail, email or by dropping off at the Police Department, and you do not get a call back or email within 3 days, please call and speak to our records department to assure that we received your request.

Request for an Attorney General's Opinion

Documents concerning juvenile misconduct, sexual assaults, active investigations, etc. will be referred by the Quitman Police Department to the Open Records Division of the Texas Attorney General's Office.

Payment

Please note that we will not release any report(s) until we have received a cash or check payment.