



Office of Court Administration

Texas Court Security Incident Report

- Municipal Courts -

Texas Code of Criminal Procedure, Art. 102.017(f)

Form must be submitted not later than the 3rd business day after the date the incident occurred.

This form is for administrative purposes only. If law enforcement attention is needed, contact the local police or sheriff's department.

1. Information of Person Completing Form: Last, First, Area Code and Phone, Title, Email

2. Name of Courthouse/Court Building, 3. City, 4. County, 5. Incident Date, Time, AM, PM

6. Type of Incident: Physical assault, Bomb threat, Threat, Disorderly behavior, Hostage situation, Prisoner escape attempt, Attempt to bring a weapon into the courtroom or court building, Other

7. Location of Incident: Courtroom, Judge's chambers, Judge's staff offices, Clerk's office, Holding area, Parking lot, Public area of courthouse/court building (lobby, hallway, etc.), Other

8. Was a weapon involved? No, Yes, identify all weapons involved: Gun, Knife, Blunt object (knuckles, etc.), Other, Was the weapon screened/found before court entry?, Was the weapon used by or found on the perpetrator after court entry?

9. Was anyone injured? No, Yes, type of injury, If yes, was medical attention rendered? No, Yes

10. Who was the perpetrator in the incident? Name(s), Criminal defendant, Juvenile respondent, Complainant, Family member/friend of party in the case, Member of public (unknown relation to any case), Other, Was this individual charged as result of the incident? No, Yes, Pending

11. Was the incident reported to law enforcement? No, Yes, name the agency:

12. Was this incident related to a particular case within the court? Criminal, Civil, Not related to a particular case, Unknown, Case Number, Style:

13. Brief Description of Incident: