



JUDICIAL BRANCH CERTIFICATION COMMISSION

CHAIR  
THE HONORABLE LEE HAMILTON

CERTIFICATION DIVISION DIRECTOR  
JEFFERY L. RINARD

**Court's Request for Criminal History Report  
Obtained by the Judicial Branch Certification Commission  
from the Texas Department of Public Safety or the Federal Bureau of Investigation**

Pursuant to Texas Government Code Section 411.1386(a-6) and Texas Estates Code Section 1104.404 (as amended effective September 1, 2014), I hereby request a copy of the criminal history report obtained by the Judicial Branch Certification Commission on the following individual:

Full Name: \_\_\_\_\_  Certification Number \_\_\_\_\_ OR  
 Provisional Certification Number \_\_\_\_\_

Court: : \_\_\_\_\_ Case Number: \_\_\_\_\_

TxDPS Report  FBI Report  Both

As set forth in Texas Government Code Section 411.1386 and Estates Code Section 1104.404, I understand that the criminal history record information obtained:

- is for the exclusive use of the court;
- may be used by the court only in determining whether to appoint, remove or continue the appointment of a private professional guardian, a guardianship program or the Department of Aging and Disability Services or to appoint any other person proposed to serve as a guardian, including a temporary or successor guardian, other than the ward's or proposed ward's family member or attorney;
- is privileged and confidential;
- may not be released or disclosed to any person or agency except on court order or consent of the individual who is the subject of the report; and
- may be destroyed by the clerk after the information is used for its authorized purpose.

\_\_\_\_\_  
Judge, [court and county]

Printed Name: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
[Deputy] Clerk, \_\_\_\_\_ County

Printed Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Criminal history information will be sent to the county clerk for the court requesting it at the official address on file at the Office of Court Administration.