SHERRI K.TIBBE
Criminal District Attorney
Hays County Government Center
712 South Stagecoach Trail, Suite 2057
San Marcos, Texas 78666
(512)393-7600 FAX (512)393-7619

Attach Business card here

Discovery Request Form

Please Print and Complete Entire Form – Missing or unreadable information could cause a delay in your request

Defense Attorney:_____

Phone number: _____ Date: _____

E-Mail Address:

Defendant: _____ Cause No. _____

*Offense(s): _____ ☐ Misdemeanor ☐ Felony

FEES

You must include a one-time, non-refundable administrative fee of $10.00 (attorney check or money order) at the time you submit this form. Your request will not be fulfilled until payment is received. *Please note, subsequent unrelated offenses require an additional form and fee.

OFFICE OPEN FILE POLICY

The open file policy of this office comports with C.C.P. 39.14. The Paper Discovery (charging instrument, offense reports, lab reports, affidavits, statements, etc.) will be provided to you via the email address you provided above, or CD (Compact Disk). This paper discovery may NOT include Video Recordings, Audio Recordings, Photos, Medical Records or other Media related content. This form of media related content will be provided to you on CD and is included in the fee. Discovery not immediately available will be made available as soon as practicable via email or CD at no extra cost. CDs for discovery are included in the fee.

SUBMITTING YOUR DISCOVERY REQUEST

This discovery request may be submitted in person with the receptionist during normal business hours, Monday through Friday, 8:00 a.m. to 5: 00 p.m.

DISCLAIMER

By submitting this Discovery Request Form, I understand that the Criminal District Attorney's staff will make this discovery available for my convenience, however, the copies may be of lesser quality than the originals or inadvertently incomplete. I understand the originals are available for inspection, and it is my duty to inspect the originals, which may be offered as evidence, by appointment at this office.

If there is a CAC video, this will be made available for viewing only, pursuant to C.C.P. 39.15.

This is a case that MAY have a related CPS component. If so, please refer to Texas Family Code 264.408 which is specifically excluded from C.C.P. 39.14. The disclosure of this material by the Hays County Criminal District Attorney's Office is explicitly prohibited.

Discovery for ATTORNEYS ONLY. Copies should not be given to clients or any member of the public in accordance with C.C.P.39.14.