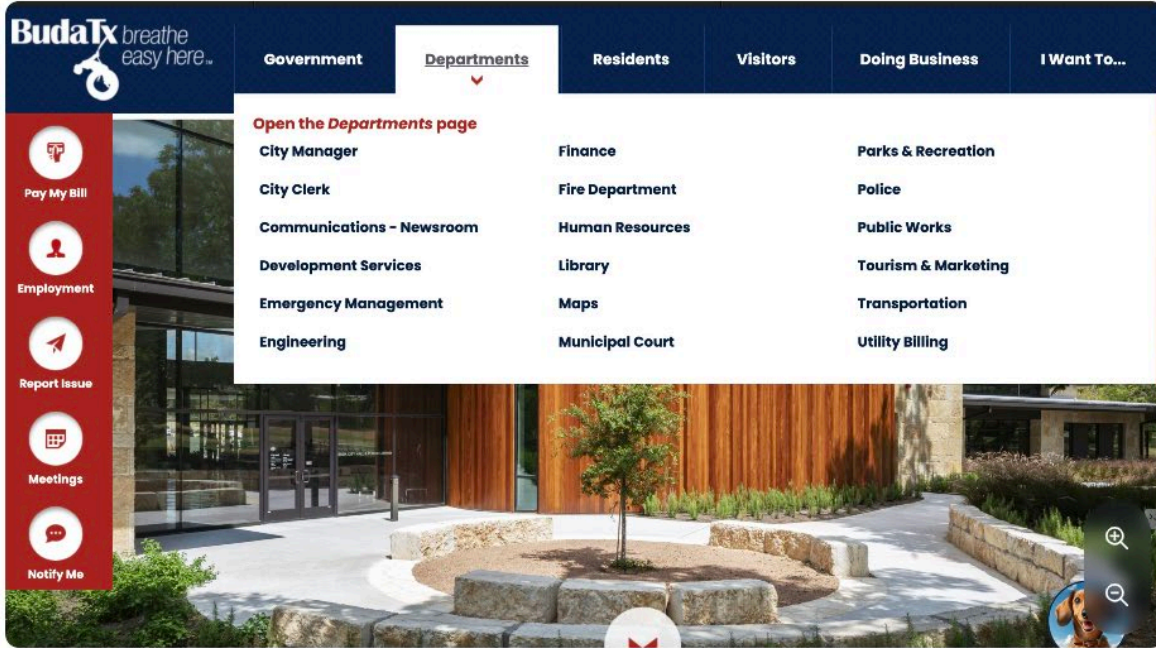


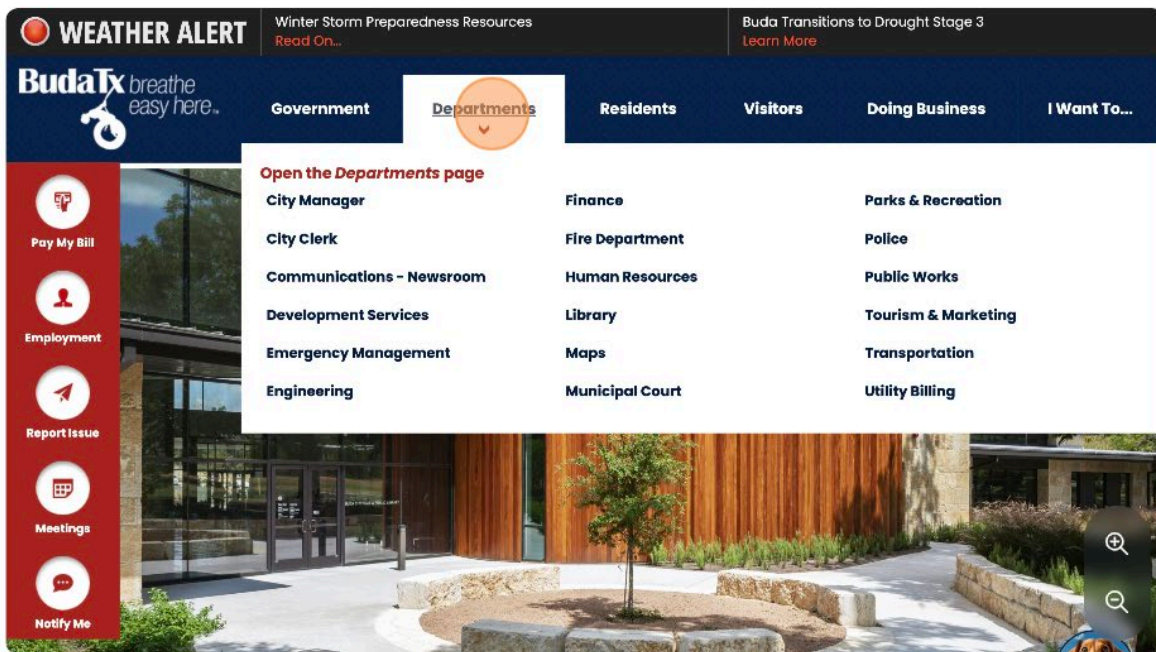
# Buda Police Department How to Create an Open Records Request

1 Navigate to <https://budatx.gov/>

[Guide Me](#)

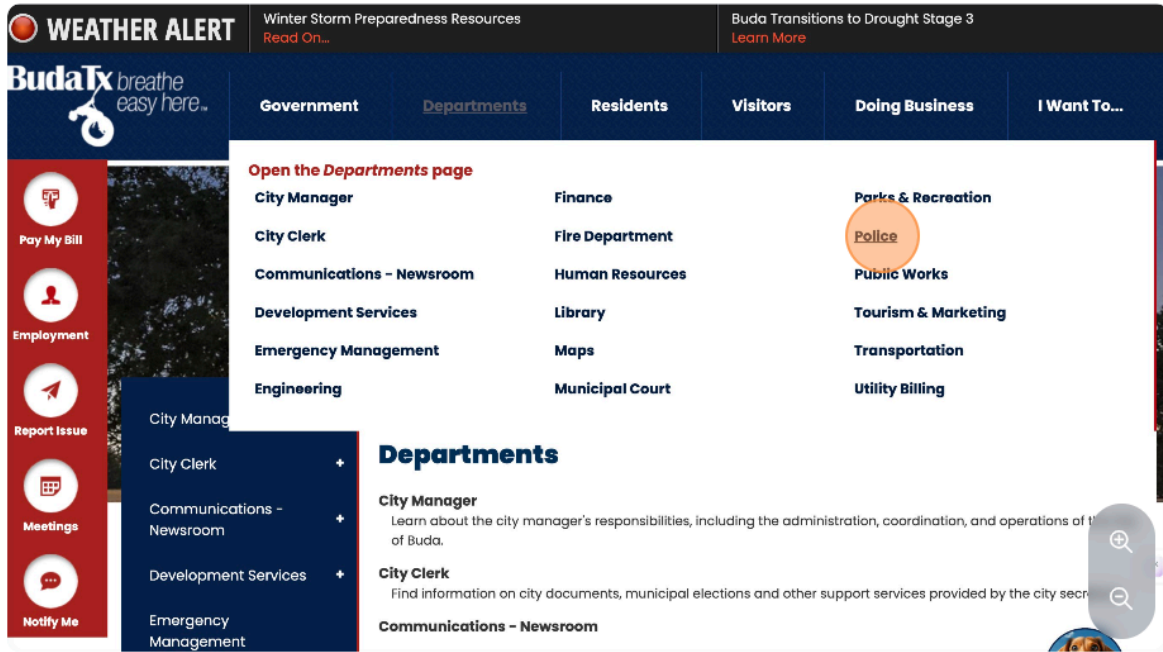


2 Click "Departments"

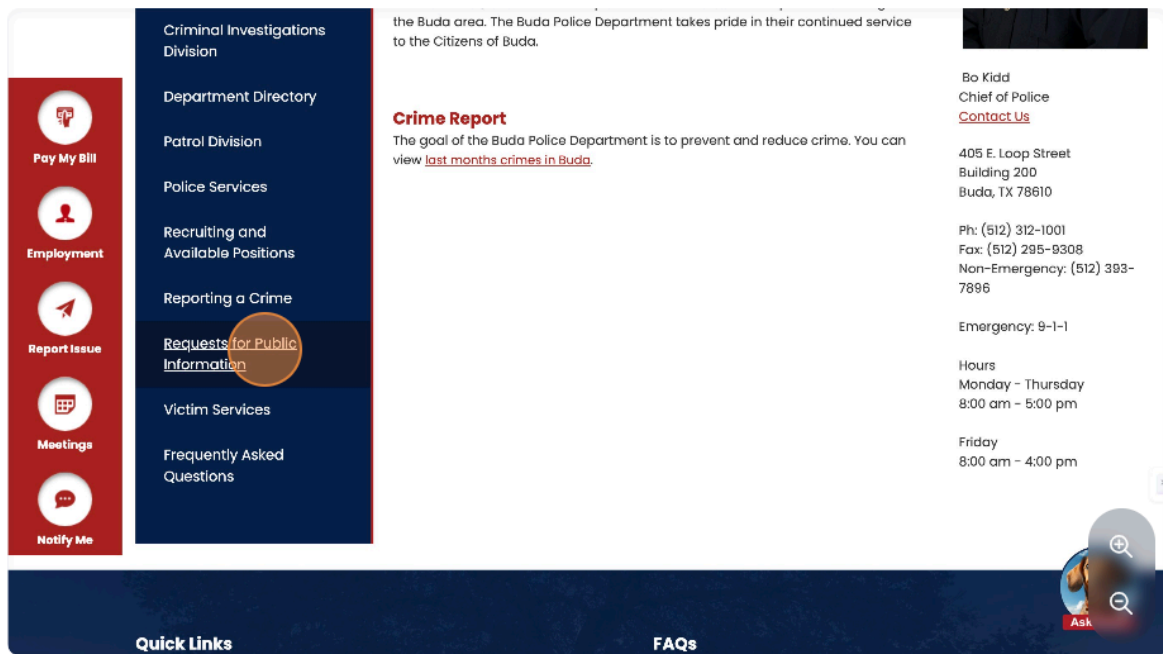


# Buda Police Department How to Create an Open Records Request

## 3 Click "Police"



## 4 Click "Requests for Public Information"



# Buda Police Department

## How to Create an Open Records Request

### 5 Click "online"

The screenshot shows the Buda Police Department website. At the top, there are three navigation links: "WEATHER ALERT", "Winter Storm Preparedness Resources", and "Buda Transitions to Drought Stage 3". Below these is a dark blue navigation bar with several menu items: "Reporting a Crime", "Requests for Public Information", "Victim Services", and "Frequently Asked Questions". The "Requests for Public Information" item is highlighted in a lighter blue. To the left of the navigation bar is a vertical red sidebar with icons for "Pay My Bill", "Employment", "Report Issue", "Meetings", and "Notify Me". The main content area contains text about the Attorney General of Texas and the City's entitlement under the TPIA to recover costs. It also includes information about submitting requests online, by mail, or in person, and a section titled "Charges for Public Information".

### 6 Click "Submit a Records Request".

The screenshot shows the BudaTx "Open Records Center" website. At the top, there is a dark blue header with the BudaTx logo and the tagline "breathe easy here.". Below the header is a navigation menu with the following items: "Home", "FAQs", "Submit a Request", "My Records Center", "Search by Reference Number", and "Login". The "Submit a Request" item is highlighted. Below the navigation menu is a "FAQs" section with a "See All FAQs" link. The main content area features a grid of four buttons: "Submit a Records Request", "My Records Center", "Public Records Archive", and "Trending Topics". The "Submit a Records Request" button is highlighted with an orange circle. The BudaTx logo is also visible in the bottom right corner.

# Buda Police Department How to Create an Open Records Request

## 7 Click "Police Public Records".

**BudaTx** breathe easy here..

### Open Records Center

- Home
- FAQs
- Submit a Request
- My Records Center
- Search by Reference Number
- Login

#### City Department Public Records

Submit a Public Records Request to City Departments

#### Police Public Records

Submit a Public Records Request to the Police Department

#### FAQs

See All FAQs

Are public records requests confidential?

Where can I find a records related to Environmental Assessment, Health, or Fire?

Where can I find a property records?

How can I obtain a copy of my crash report?

Where can I find City Council minutes?

## 8 Click "Create Account"

### Open Records Center

- Home
- FAQs
- Submit a Request
- My Records Center
- Search by Reference Number
- Login

#### Login

If you have used this service previously, please log in. If this is your first online request, please create an account and provide as much contact information as possible. By creating an account, you will have the ability to track and monitor your public records requests. All communication from the agency will be sent directly to your email account.

Login and Submit

Email Address:\*

Password:\*

If you don't know or have forgotten your password, click here.

#### Create an Account

New User? Click below to create a new account.

By logging in, you agree to GovQA's [Privacy Policy](#) and [Terms of Use](#).

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# Buda Police Department

## How to Create an Open Records Request

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Click "Submit" and it will take you to the page to finalize your request.

The screenshot shows the BudaTx website's 'Open Records Center' with a 'My Information' form. The BudaTx logo is at the top left. A navigation menu on the left includes Home, FAQs, Submit a Request, My Records Center, Search by Reference Number, and Login. The 'My Information' section has a heading and a note: 'Please complete as much information as possible. It will provide additional ways to contact you about your requested records, along with more ways to receive documents.' The form is divided into 'Personal Information' and 'Address Information' sections. The 'Personal Information' section includes fields for Email Address, Password, Confirm Password, First Name, Last Name, and Phone. The 'Address Information' section includes a field for Address 1. A search icon is visible in the bottom right corner of the page.

**BudaTx** breathe easy here.

### Open Records Center

- Home
- FAQs
- Submit a Request
- My Records Center
- Search by Reference Number
- Login

### FAQs

See All FAQs

Are public records requests confidential?

Where can I find a records related to Environmental Assessment, Health, or Fire?

Where can I find a property records?

How can I obtain a copy of my crash report?

Where can I find City Council minutes?

### My Information

Please complete as much information as possible. It will provide additional ways to contact you about your requested records, along with more ways to receive documents.

Personal Information

Email Address:\*

Password:\*

Confirm Password:\*

First Name:\*

Last Name:\*

Phone:  -  -  Ext.

Address Information

Address 1: