



SHERIFF HENRY WHITEHORN, SR.

**SHERIFFS OF  
CADDO PARISH**

ALEXANDER BOYD STERRETT  
1838-1840  
MATTHEW WATSON  
1840-1857  
THOMAS R. SIMPSON  
1857-1858  
1865-1868  
HENRY JOHN GREY BATTLE  
1859-1860  
NATHAN HASS  
1860-1862  
ISRAEL W. PICKENS  
1862-1865  
JOHN J. HOPE  
1868  
JOHN J. O'CONNOR  
1868-1869  
MICHAEL A. WALSH  
1869-1875  
JAMES W. WILSON  
1875-1876  
WILLIAM HEFFNER  
1876-1877  
ALONZO FLOURNOY  
1877-1878  
J.D. CAWTHONE  
1879  
JOHN LAKE  
1879-1892  
JOHN S. YOUNG  
1892-1900  
SAMUEL J. WARD  
1900-1906  
J.P. "PAT" FLOURNOY  
1906-1916  
THOMAS ROLAND HUGHES  
1916-1940  
J. HOWELL FLOURNOY  
1940-1966  
JAMES M. GOSLIN  
1966-1976  
HAROLD TERRY  
1976-1980  
DONALD E. HATHAWAY  
1980-2000  
STEVE PRATOR  
2000-2024  
MARK "JAY" LONG  
2024  
HENRY WHITEHORN, SR.  
2024 -

**[Your Name]**  
**[Street Address]**  
**[City, ST ZIP Code]**

**[Date]**

**[Name of Custodian of Records]**

**[Title]**

**[Company Name]**

**[Street Address]**

**[City, ST ZIP Code]**

Dear **[custodian of records]**:

Under the **Louisiana Public Records Act § 44:1 et seq.**, I am requesting an opportunity to inspect or obtain copies of public records that **[Describe the records or information sought with enough detail for the public agency to respond. Be as specific as your knowledge of the available records will allow. But it is more important to describe the information you are seeking.]**

If there are any fees for searching or copying these records, please inform me if the cost will exceed \$\_\_\_\_\_. However, I would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public's understanding of \_\_\_\_\_ **[Here, you can identify yourself as a representative of the news media if applicable and state that your request is related to news gathering purposes.]** This information is not being sought for commercial purposes.

Section 44:32(D) of the Louisiana Public Records Act requires a response within three business days. If access to the records I am requesting will take longer than that time period, please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request.

Sincerely,

**[Your Name]**

**[Your Phone number]**