



CITY OF HALTOM CITY REQUEST FOR INFORMATION

In making this request I understand that the City is under no obligation to create a document to satisfy my request or to comply with a standing request for information. I further understand that the information will be released only in accordance with the Public Information Act, which may require a determination as to confidentiality by the Texas Attorney General prior to a release. I further understand that the City has ten (10) business days in which to request such a determination.

DATE: _____ EMAIL: _____

NAME: _____

ADDRESS: _____
Street City State Zip

PHONE: _____ FAX: _____

(Please be as specific as possible with your request. A fee may be charged for the information.)

Pursuant to the Public Information Act, Texas Government Code, Section 552, I hereby request the following information currently existing in the records of the City of Haltom City, Texas:

- Check one: I request copies (charged per City Fee Schedule guidelines)
 I request to view at City Hall
 Other (please explain)

Documents released to: _____
Signature Date

City Use Only

Date request received: _____ Pages: _____

Date request completed: _____ Fee: _____

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