



PUBLIC INFORMATION REQUEST FORM

All requests must be in writing and directed to the City Secretary,
27424 Robinson Road
Oak Ridge North, Texas 77385
Fax: (281) 367-7729, Email: lcalcote@oakridgenorth.com

(PLEASE TYPE OR PRINT)

Requestor's Name: _____
Mailing Address: _____
City, State, Zip: _____
Telephone: _____
Email: _____

Detailed description of information sought:

- | | | |
|-------------|-----------|---|
| (Check One) | (a) _____ | I request paper copies |
| | (b) _____ | I request digital copies (when available) |
| | (b) _____ | I request only to view at City Hall |
| | (b) _____ | Other (please explain in detail) |
- _____

For completion by City only:

Date Received: _____
Disposition: _____

- (a) _____ provided the following information for viewing: _____
\$ _____ (fee assessed) _____ (date)
- (b) _____ provided copies of the following information: _____
\$ _____ (fee assessed) _____ (date)
- (c) _____ sent to Attorney on _____ (date)
- (d) _____ AG Opinion requested on _____ (date)
- (e) _____ AG Opinion _____ (number) received on _____ (date)

Notes: _____

City Official Assigned : _____ (signature)