



# CITY OF PILOT POINT

102 E. Main Street  
PO Box 457  
Pilot Point, Texas 76258  
(940) 686-2165

## PUBLIC INFORMATION REQUEST

In accordance with "The Open Records Act" Texas Government Code Article 552.021

Date of Request: \_\_\_\_\_

Name of Requestor: \_\_\_\_\_

Requestor's Mailing Address: \_\_\_\_\_

Requestor's Telephone Number: \_\_\_\_\_

Public Records Being Requested: (Please Be Specific) \_\_\_\_\_

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THE CITY OF PILOT POINT, IN ACCORDANCE WITH TEXAS GOVERNMENT CODE, ARTICLE 552.021, HAS UP TO TEN (10) WORKING DAYS AFTER RECEIVING THIS REQUEST TO ASK THE ATTORNEY GENERAL OF THE STATE OF TEXAS TO DETERMINE WHETHER THE REQUESTED INFORMATION IS WITHIN THE EXCEPTIONS LISTED IN SUBCHAPTER OF CHAPTER 522.

FUTHERMORE, IN ACCORDANCE WITH SUBCHAPTER OF CHAPTER 552 OF THE TEXAS GOVERNMENT CODE, THE CITY OF PILOT POINT MAY HAVE A REASONABLE CHARGE FOR THE PREPARATION OF THE INFORMATION FURNISHED TO THE REQUESTOR AND, IF THE COST FOR THE PREPARATION OF SAID INFORMATION IS ANTICIPATED TO BE LARGE, THE CITY MAY REQUIRE EITHER A CASH PREPAYMENT OF THE ESTIMATED COST OR BOND IN LIEU OF CASH.

\_\_\_\_\_  
Signature of Requestor

**FOR OFFICIAL USE ONLY**

Request received by: \_\_\_\_\_

Date/Time: \_\_\_\_\_

**DISPOSITION - TO BE COMPLETED BY PUBLIC INFORMATION OFFICER**

Public Information Officer's Signature: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Comments/Fees: \_\_\_\_\_

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