

PUBLIC INFORMATION REQUEST

Mail: City of Tioga, City Secretary's Office, P.O. Box 206, Tioga, Texas 76271

E-Mail: citysecretary@tiogatx.gov

Fax: 940-437-2432

Date of Request: _____

Name: _____

Mailing Address: _____

Telephone Number: _____ Fax Number _____

Information requested under the Texas Government Code, Chapter 552. Please be specific or clarification will be required.

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Signature

For Office Use Only:

Request received by: _____ Date request received: _____

Date available for review or pickup: _____

Amount Due for Information: _____ Date Paid: _____

Date City Attorney contacted regarding request: _____

Date Ruling requested from Attorney General: _____

Copies picked up by: _____ on _____

Request was unable to be filled because: _____

The City of Tioga will strive to furnish all information that is approved within ten (10) working days. If the cost of the requested items, including copies, media, and research will exceed \$40, the requestor will be presented an estimate before the request is fulfilled.