



**PUBLIC INFORMATION REQUEST**

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Email Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Please list public records that you are requesting (be specific):

\_\_\_\_\_  
Signature

**The City of Grand Prairie endeavors to comply with Chapter 552 of the Texas Government Code. As a matter of law, some information is not covered under the public information legislation, or is subject to some specific exception. Charges for public records are governed by the Texas Building and Procurement Commission. Public information maintained by the City at the time of the request that is not otherwise excepted by law will be copied and/or made available for inspection. If an Attorney General's opinion is requested to determine if requested information is public, you will be notified within ten days of receipt of this request.**

Date request received: _____
Department: _____
Action Taken/Date: _____
_____
_____