



**PUBLIC INFORMATION REQUEST**

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

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

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

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 within a reasonable time of receipt of the request. If additional time is needed, or an Attorney General's opinion is requested, you will be notified.

Date request received: \_\_\_\_\_

Department: \_\_\_\_\_

Action Taken/Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_