

# CITY OF RIESEL

MARSHALL SHAW – Mayor MATT COSPER – Chief of Police RANDY EHLERS– Utility Superintendent ALISHA FLANARY – City Secretary

Council Members: Kooper Sjolander – Mayor ProTem Treasurer-Jeanne Lehrmann Dustin Keller Jennifer Hogg Roger Fitzpatrick

## OPEN RECORDS REQUEST FORM

REQUESTORS NAME \_\_\_\_\_ DATE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

\_\_\_\_\_ EMAIL \_\_\_\_\_

This request is made under the Public Information Act, Chapter 552 of the Government Code (formerly V.T.C.S article 6252) as well as Article I, Sec. 9 of the Texas Constitution, the first Amendment to the United States Constitution, the common law of the State of Texas and any statute providing for public access to government information.

I hereby request the following information currently existing in records at the City of Riesel, Texas.  
(Provide detailed information about what type of information and/or documents you wish to receive)

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I wish to receive copies of the requested information (.10 per page, plus labor if more than one hour)

I wish to access the information for viewing only

In making this request, I understand that the City of Riesel is under no obligation to create a document to satisfy my request or to comply with a standing request for information. I further understand that the information will be released in accordance with the Public Information Act, which may require a determination as to confidentiality by the Texas Attorney General prior to release. I further understand that the City of Riesel has ten (10) business days in which to request such a determination and/or to comply with the request.

I understand that I am to receive a statement of estimated charges in advance of work being started when charges are expected to exceed \$40.00. I understand that I may be required to post a cash bond prior to inspecting or receiving copies of the requested information should the estimated cost of complying with the request exceed \$100.00. I certify that I am the individual listed above and understand the statements contained herein.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date