

City of Frost

INFORMATION REQUEST APPLICATION

I, the undersigned, hereby formally request from the City of Frost the following item(s) of public information. I do hereby comply with any and all restrictions, covenants and codicils. Government Code Chapter 552 (Open Records Act).

1. State information desired: _____

Dates, if known: _____

2. Requesting from: (Name, Department, Office, Staff Person): _____

3. Requesting access thereto (to inspect) only: _____

and/or actual copies to be made of _____

Signature Print Name

Address/City/State/Zip ()
Telephone Number

****FOR OFFICE USE ONLY****

Department: _____ Date: _____

Person Providing Information: _____

Time Spent: _____ No. of copies: _____

Once completed, please return to the CITY SECRETARY along with all information provided

Information provided: \$0.10/copy X _____ copies \$ _____

Staff Time: (1 hour minimum) \$15.00/hr. X _____ \$ _____

TOTAL COST: \$ _____

Date Supplied

By (Staff)