



PUBLIC INFORMATION REQUEST Under  
the Texas Public Information Act (TPIA)  
(817) 617-3700 Phone (817) 617-3726 Fax

All requests must be in writing and directed to the Town Secretary, Town of Pantego,  
1614 S. Bowen Road, Pantego, TX 76013 or email [citysecretary@townofpantego.com](mailto:citysecretary@townofpantego.com)

*The Texas Public Information Act does not require the requestor to furnish an address,  
but we will need a name and a method of communication with you.*

Name of Requestor \_\_\_\_\_

Signature of Requestor \_\_\_\_\_

Date \_\_\_\_\_

\*\*\*\*\*

**METHOD OF COMMUNICATION:**

Call me: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Mail Address: \_\_\_\_\_

\*\*\*\*\*

**Detailed Description of Information Sought:** (Please be as specific as possible and  
provide information that will help us locate the record(s) quickly.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**For Town Use Only**

\*\*\*\*\*

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

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Number of Pages Copied \_\_\_\_\_ Cost per Copy: \_\_\_\_\_

Police/Fire Report No. of Copies: \_\_\_\_\_ Cost per Copy: \_\_\_\_\_ \$5.00

Viewing Only Date: \_\_\_\_\_ Sent to Attorney On: \_\_\_\_\_

AG Opinion Requested Date: \_\_\_\_\_ Received AG Opinion on: \_\_\_\_\_

TOTAL CHARGE: \_\_\_\_\_

\*\*\*\*\*

I have been provided access to the above - described record(s).

Signature of Requestor \_\_\_\_\_

Date Records Received \_\_\_\_\_

Received By \_\_\_\_\_

Form of Payment \_\_\_\_\_

Amount Received \_\_\_\_\_