



# PUBLIC INFORMATION REQUEST

817-617-3706 | FAX: 817-617-3726 | citysecretary@townofpantego.com

Requests must be made in writing and directed to the City Secretary, Town of Pantego, 1614 S Bowen Road, Pantego, TX 76013 or citysecretary@townofpantego.com. You are not required to furnish any specific information or explain why you seek the information. However, we will need a name to use as an identifier for the request and a method of communication for fulfillment or requests for clarification.

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

Contact Information During Business Hours (phone number, email, or mailing address):

\_\_\_\_\_

**INFORMATION SOUGHT:** Be specific and include a date range and full name(s) including potential nicknames, aliases, or former names. If you are seeking a police or court record, the report/citation number, DOB, and/or DL# is helpful but not required. Please use the back if more space is needed. **Do you need a certified copy?**  Yes, please certify.  No.

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| REQUEST FULFILLED: _____                | REQUEST CLOSED: _____                           |

I have been provided access to the record(s) requested above, and the request can be closed.

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

\_\_\_\_\_  
Date