



**Office of the City Secretary**

298 West Washington  
Stephenville, TX 76401  
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**Public Information Request**

Name \_\_\_\_\_

Street Address \_\_\_\_\_

Mailing Address (If different) \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

How would you prefer to receive your information?  Email  Mail  Pick Up

Please list the records that you are requesting. List specific dates if possible. If this is not possible, please list beginning and ending dates. Please note that there may be a fee for this request as set out in the Texas Administrative Code, Chapter 70.

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

\_\_\_\_\_  
City of Stephenville

Information released to requestor: \_\_\_\_\_

*The Public Information Act, formerly known as the Open Records Act, is located at chapter 552 of the Government Code. For more information on the Public Information Act, please visit the Attorney General's website at [www.texasattorneygeneral.gov](http://www.texasattorneygeneral.gov).*