



Public Information Act (PIA)

Requestor's Name: _____
 Requestor's Mailing Address: _____

 Requestor's Email: _____
 Requestor's Phone #: _____
 Date: _____

- The Public Information Act provides governmental bodies ten business days to respond.
- The Public Information Act does not require a governmental body to create new information, do legal research, or answer questions.
- Subchapter E of the Public Information Act, section 552.228(b), states if a governmental body is unable to provide the information in the requested medium for any of the reasons described by section 552.228(b), the information may be provided in another medium acceptable to the requestor.
- Subchapter F of the Public Information Act, sections 552.261 through 552.275, generally provides for allowable charges for copies of and access to public information.

Description of requested information should include all account numbers and property addresses (include enough description and detail about the information requested to enable the governmental body to accurately identify and locate the information requested):

Select an option for delivery of requested information (mark with an X):

To be emailed
 To be picked up at TAD office

Please review the PIA Poster located by the front doors for additional information.

