



**CITY OF ROANOKE**  
 108 S OAK STREET  
 ROANOKE, TEXAS 76262  
 (817) 491-2411 (817) 491-2242 Fax

**REQUEST FOR INFORMATION FROM THE CUSTODIAN OF PUBLIC RECORDS**

I hereby request the following information for the Custodian of Public Records for the City of Roanoke, Texas. I understand that the information will be provided under the Public Information Act, (which allows a ten (10) business day response period) and that fee of .10¢ cents per page may be charged for the information (payable upon receipt).

Request Made By (Print Name)

Date of Request

Address

(\_\_\_\_\_) Telephone

City State Zip Code

Email Address

**INFORMANTION REQUESTED:** (Please be specific regarding dates, time period involved and material requested.)

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Signature of Requestor

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**OFFICIAL USE ONLY**

I hereby certify that the information request has been provided as outlined in the Public Information Act (formerly Open Records Act).

April S. Hill, City Secretary

Date Received	ORR #	Amount of Fee	Amount Paid	Date Delivered

Signature of Requestor

Date