

Borden County Appraisal District

Request for Information under Texas Public Information Act

Requestor's Name: PRINT _____

Mailing Address: _____

City: _____ **State:** _____ **Zip Code:** _____

E-mail Address: _____ **Phone Number:** _____

NOTE: All information that you submit with a public information request is subject to public disclosure as allowed under the Texas Public Information Act.

Describe in detail the information you are requesting. Please include enough description of the information you are requesting so that the governing body may accurately identify and locate those items requested. If your request cannot be determined, it will be returned to you for clarification. Attach a separate sheet to this form if necessary.

Property Address and/or Account Number(s): _____

Appraisal Year (s) Subject to Your Request: _____

Detailed Description of the Records Seeking (be specific): _____

I understand that I must pay all applicable charges as allowed by the Texas Administrative Code. For more information on charges you may access the Texas Attorney General's website link: <https://texasattorneygeneral.gov/og/charges-for-public-information>.

The District will provide the Requestor with a written itemized statement if the estimated charges exceed \$40.

Common Charges:

Standard size page, 8.5 x 11	\$0.10/pg
Over 50 pgs	\$0.10/pg + \$15/hr Labor + 20% Overhead
CD (Mineral or Appraisal)	\$25.00 (per CD)
Programming	\$28.50/hr + 20% Overhead
Postage	Actual Charges

I wish to pick documents up

I wish documents to be mailed to address listed

*****RESPONSIVE DOCUMENTS WILL NOT BE FAXED OR EMAILED*****

Submit this form by mail, email or in person to:

Mailing Address: Borden County Appraisal District
PO Box 298
Gail, TX 79738

Return in person: 120 E Wilbourn, Gail, TX 79738

E-mail: bordencad@gmail.com

REQUESTOR'S SIGNATURE: _____ **Date:** _____