



REQUEST FOR PUBLIC INFORMATION

ALL REQUESTS MUST BE IN WRITING AND DIRECTED TO THE PUBLIC INFORMATION OFFICER AT THE
SAN JACINTO RIVER AUTHORITY, 1577 DAM SITE ROAD, CONROE, TEXAS 77304
Phone: 936-588-3111 // Fax: 936-588-3043 // jchaney@sjra.net

(PLEASE TYPE OR PRINT)

Requestor's Name: _____

Mailing Address: _____

City, State, Zip: _____

Telephone and/or Fax: _____

Signature: _____

Date: _____

Pursuant to the Texas Public Information Act, Texas Government Code, Section 552, I hereby request the following information currently existing in the records of the San Jacinto River Authority:

List information as specifically as possible, including name, dates and project numbers, if known. Attach a separate sheet to this form if necessary.

- (Check one) a. _____ I request copies (charged per Texas Attorney General's Office guidelines)
- b. _____ I request only to view at the San Jacinto River Authority Offices
- c. _____ Other (please explain in detail)
- _____

In making this request I understand: the San Jacinto River Authority is under no obligation to create a document to satisfy my request or to comply with a standing request for information; information will be released only in accordance with the Texas Public Information Act, which may require a determination as to confidentiality by the Attorney General prior to release; and that the San Jacinto River Authority has ten (10) business days in which to request such a determination.

SAN JACINTO RIVER AUTHORITY USE ONLY

Date received: _____ Method of receipt: _____

Date forwarded for Legal review, if applicable: _____ Date released: _____

Employee releasing information: _____

Miscellaneous comments/instructions: _____
