

**TOWN OF CROSS ROADS**  
**1401 FM 424, Cross Roads Texas 76227**  
**Tel: (940) 365-9693, Fax: (940) 665-6898**

## **Open Records Request Order Form**

**The Town of Cross Roads requests the following.** This request is made under the Texas Public Information Act, Chapter 552 of the Texas Government Code, which guarantees the public access to public information in the custody of governmental bodies. In accordance with Section 552.221 of the Act.

**Date:**

**Name:**

**Address:**

**Phone Number:**

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**Requested Information:**

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**Open Request Charges and Terms:**

Photocopies -- \$ .10 per page

Personel Time -- \$ 18.00 per hour

Postage and Shipping Actual Charges

Terms -- Payment due within 10 days upon receipt of materials