

PUBLIC INFORMATION OFFICE

**REQUEST FOR INFORMATION MAINTAINED BY OR FOR THE
HOUSTON INDEPENDENT SCHOOL DISTRICT**

NAME

COMPANY

ADDRESS

EMAIL

PHONE

FAX

Pursuant to the Texas Public Information Act, Tex Gov't Code Ann. §553.001 et.seq., I am requesting access to, and inspection of, the following records maintained by or for the Houston Independent School District:

(PLEASE BE AS SPECIFIC AS POSSIBLE)

I understand that the charges for providing this information will include, but is not limited to, costs of copies and any applicable personnel and overhead costs. I also understand that I will receive an estimate of cost prior to the deliverance of my request.

Signature

Printed Name

Date

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