FOR OFFICE USE ONLY

ORR # _____

Request for Public Information

Denton County Transportation Authority

1955 Lakeway Drive, Suite 260, Lewisville, TX 75067
Fax: 972.221.4601 | Email: openrecords@dcta.net

I, the undersigned, hereby request the custodian of the following described public records of the Denton County Transportation Authority (DCTA), to promptly produce said records for inspection and/or duplication. I understand there may be charges assessed for duplication or access to such records and the DCTA may require prepayment prior to preparation of the requested copies of such record.

1 REQUESTER INFORMATION *Please print all information*

NAME

DATE

ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL ADDRESS

2 DOCUMENTS REQUESTED

Please list all documents that you are requesting. Be specific regarding dates, time period, name(s), and places. Be sure to request documents. Please do not ask questions.

3 DELIVERY METHOD *Check one*

- ◯ I will pick up the documents at DCTA Admin Offices
- ◯ E-mail the documents to me
- ◯ I request only to view the documents at DCTA Admin Offices
- ◯ Mail the documents to me
- ◯ Put documents on CD
- ◯ Other (please explain in detail below)

IF OTHER, PLEASE EXPLAIN

4 ACKNOWLEDGMENT

In making this request, I understand that DCTA is under no obligation to create a document to satisfy my request or to comply with a standing/ongoing request for information. I further understand that copies of the information will be released only in accordance with the Act, and DCTA reserves its right to seek an opinion from the Texas Attorney General with regard to the release of said information. If an Attorney General's opinion is sought by DCTA, you will be notified in writing.

Click the box to sign digitally, or print and sign by hand.

SIGNATURE OF REQUESTOR