

City Of Hidalgo
Public Information Request

Date: _____

The information may or may not be available at the time requested or may not be available for public inspection. Should this occur the information will be released at the earliest convenience please, be aware that there is a minimal fee of ten cents per page ordinance document.

Person Requesting Information: _____

Representing Firm or Company: _____

Address: _____

Phone: _____

Description of Public Record (s) Being Requested: _____

Signature

Approval for Release of Public Record (s)

Routed To: _____

Date Received: _____

Department: _____

Person Who Released Record (s): _____

Action Taken: _____

Approval Must Be Given By The Department Head and / or City Attorney / City Manager.

Department Head

City Attorney

City Manager
