



**Jackson County
Appraisal District**

Form 12.01 (1/12)

Open Records/Public Information Request Form Under the Texas Public Information Act (TPIA)

All requests must be in writing and directed to:

Jackson County Appraisal District

404 N Allen Street

Edna, TX 77957

Fax: (361) 782-0369 or Email: info@jacksoncad.org

Please print or type:

Name of Person Making Request:	
Address:	
City/State/Zip Code:	
Phone Number:	
Date of Request:	
Signature:	

Detailed Description of Information Sought (please be as specific as possible):

If additional information space is needed, continue on back of form.

Information Format (Check one):

paper copies

electronic format (diskette, CD, DVD)

Transmission/Delivery (Check one):

Email (if possible)

U.S. Mail (additional charges may apply)

Review at JCAD office

Pickup upon notification

FedEx (additional charges will apply)

*The information requested will be supplied upon receipt of an interpretation that the information sought is not expressly prohibited by law. The requestor will receive notification within ten (10) business days after the date the request is **received**.

Office use Only:

Date Received Stamp:	Disposition:
	Provided the following information for viewing: Fee: \$_____ Date:____/____/_____
	Provided copies of the following information: Fee: \$_____ Date:____/____/_____
	Sent to Attorney on: Date:____/____/_____
	AG Opinion requested on: Date:____/____/_____
	AG Opinion number:_____ Received on: Date:____/____/_____