



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](mailto: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: _____/_____/ 
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