



Request for Public Information

The Killeen Economic Development Corporation is subject to the Texas Open Records Act, and it is the intent of the Membership to comply with all aspects of it.

Anyone requesting records must do so on the attached Request for Records.

Approval: _____
 President Date



Request for Records

Email: _____

Fax: _____

Mail: _____

Date: _____

Name: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Signature: _____

Information requested will be made on the attached form and approved by the Secretary. Please be specific or clarification will be required.

1. _____
2. _____
3. _____
4. _____
5. _____

Copies will be \$.10 for each page up to 50 pages (standard size page). For 50 or more pages, the charge shall be \$.10 for each page (standard size) plus personnel time. (Nonstandard size copies are more).

- Active records must exist; no compiling or creation will be made.
- Information requiring extensive
- research will be charged \$15.00 per hour.

Do you wish to be notified of the estimated time for research? Yes _____ No _____

- Are you willing to pay for the necessary time to research this request? Yes ___ No ___
- If no please explain

Approved by: _____ **Date:** _____

Date available for review or pickup _____

Notified _____

Copies picked up by: _____ **Date:** _____

Cost: _____

