



BURLESON COUNTY ELECTIONS DEPARTMENT

Public Information Request

Texas Gov't Code, Ch. 552: A governmental body has up to 10 business days to respond to PI Requests.

Requestor Information	Detail of Requested Information:
Date of Request: _____	
Name: _____	
Address: _____	
City, St, Zip: _____	
Phone: _____	
Email: _____	

T - # relating to Voter Lists:

§ 18.009. UNLAWFUL USE OF INFORMATION ON REGISTRATION LIST.

- (a) A person commits an offense if the person uses information in connection with advertising or promoting commercial products or services that the person knows was obtained under Section 18.008.
- (b) An offense under this section is a Class A misdemeanor.

Acts 1985, 69th Leg. Ch 211, §1 eff. Jan 1, 1986. Amended by Acts 1997, 75th Leg. Ch 864, §12 eff. Sept 1, 1997.

Signature of Requestor: _____

Disclaimer: If a request is estimated to exceed \$50.00 (for a government body with fewer than 16 full-time employees,) we may request prepayment. If response or payment is not received within 10 business days, we may consider the request withdrawn.

COMMON CHARGES:

Paper copies/scans- single sided, black & white, Standard sizes	\$0.10 / page
Oversized Paper copies- single sided, black & white, 11x17	\$0.50 / page
Print Color Pages (in addition to paper cost)	\$0.05 / page
CD	\$10.00 / \$1.00 Additional

If more than 50 pages are requested or records are offsite, additional costs:

Labor - to locate, compile, manipulate and reproduce records	\$15.00 / hour (actual time)
Labor - Computer Programming	\$28.50 / hour (actual time)
Overhead	20% of labor charges

To be completed by Elections Dept

Request taken by (initials): _____

Amount of Charge: _____

Date of Completion: _____

How Delivered: (Email, Mail, Pickup) _____