

Request for Public Information Form

Name of requestor: _____ Date of request: _____

1. Describe the information that you are requesting.

For example: The financial audit done for LBWSC in 2013.

2. Clarify the information by identifying the sender and the recipient of the document.

For example: Sent from USDA to Lake Bonanza Water Corporation.

3. What is the approximate date of the requested information?

4. Would you prefer to view the information only or to pick up a copy of the requested information?

5. What is the best way to communicate with you about scheduling a time and date to either view or pick up the requested information?

By Phone _____ By Mail _____

By e-mail _____

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Please fill out this form for the requested document and attach it to your e-mail to Melanie White our information officer at m.white@wagnerservices.ws or you can mail the form to her at Lake Bonanza WSC, PO Box 893, Willis, TX 77378-0893 or you can drop this form by the office at 114 Danville Street, Willis, TX.

Thank You

Lake Bonanza WSC