



501 South Main Street | PO Box 228

Rhome, Texas 76078

Telephone: 817-636-2462

www.cityofrhome.com | citysecretary@cityofrhome.com

Request for Information

I request the following information from the Offices of the City of Rhome. I understand that the information will be provided in accordance of the Texas Open Records Act (which allows up to a 10-day response period) and that **a fee will be charged for the information (payable upon receipt of information).**

APPLICANT INFORMATION: PLEASE WRITE LEGIBLY

Request Made By: _____
 Address: _____
 City, State & Zip: _____
 Telephone: _____
 Email Address: _____
 Fax Number: _____

INFORMATION REQUESTED: _____
Date: _____

Signature of Applicant

Please return this completed form to:
City of Rhome, 501 South Main Street, Rhome, Texas 76078

Shaina Odom, City Secretary Email:
citysecretary@cityofrhome.com

Official Use Only

Person Receiving the Request / City of Rhome		Date Received	ORR #:
Date Requestor Is Notified that Information is Available		Date Information is Supplied	Deadline:
Department:		Fee Assessed	Date Paid
Staff:		Method of Payment	Check Number
Time:		Account Code:	
Attorney General Opinion Required?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Picked Up By: _____	
Date Sent:		Date: _____	
Tracking Number:			
Dated Received:			
Decision:			

*Cash Payment must be exact change only **\$2.99 convenience fee added to all Credit Card Transactions