CITY OF SEALY, TEXAS
REQUEST FOR PUBLIC INFORMATION

PLEASE PRINT.

Requester Name	
Organization Name	
Address	
Telephone Number	

REQUEST TO (✓)		**DESCRIPTION OF DOCUMENTS, MINUTES, ORDINANCES, LETTERS, MEMORANDA, REPORTS, ETC. (BE SPECIFIC REGARDING DATES, TIME PERIOD, AND NAME(S))**
COPY	**REVIEW**	

Signature: _____ Date: _____

This shall serve to notify the general public that this office will receive and comply with its statutory obligations under the Texas Public Information Act, Section 552.001 *et seq*. Texas Government Code. Under the expressed provisions of the Public Information Act, records of judiciary (municipal court) are not included in a request for public information. *Sections 552.003 and 552.0035*, Texas Government Code. All requests for information or document(s) concerning the judicial records and/or court proceedings are governed by Supreme Court Administrative Rule 12 and Article I, Section 13 Texas Constitution. All requests for such records should be specifically made to the Presiding Judge, Sealy Municipal Court, 415 Main Street, Sealy, Texas Monday-Friday, 8:00am through 5:00pm

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TO BE COMPLETED BY CITY OF SEALY

Date Received: _____ Time Received: _____ Approved for Disclosure: Yes _____ No _____

Amount Due: $_____ Date Picked Up: _____ Receipt No. _____

Date Mailed: _____ (if applicable) Other: _____