

**Request for Public Information to
Bastrop County Water Control & Improvement District No. 2**

Date of Request: _____

Requestor's Name (Please Print): _____

Description of Public Information Requested: _____

Specify Whether Requestor Seeks to Inspect the Requested Information or Seeks Copies of Public Information (Specify one of the following only):

Inspect: _____

Physical Copy: _____

Electronic Copy: _____

Specify Whether Requestor Desires Communications from the District to be Made by Mail or by Electronic Mail:

If by mail, Requestor's Mailing Address: _____

If by email, Requestor's Email Address: _____

Any Additional Information Related to Request: _____

Instructions for Submission of Request:

1. This completed Request for Public Information can be sent:

By Mail: **Attn: Public Information Officer**
 Bastrop County Water Control and Improvement District No. 2
 PO Box 708
 Bastrop, TX 78602

By email: PIO@bcwcid2.org

In person: **106 Conference Drive**
 Bastrop, TX

2. Upon receipt, the District will promptly respond to the request for information in accordance with the requirements of the Public Information Act (Act). Depending on the type and quantity of information requested, the District may furnish the information without charge, or may require payment. Further, certain information is excepted from disclosure under the Act. In the event the District believes that the requested information is excepted from disclosure, it will seek a determination from the Attorney General of the State of Texas in accordance with the requirements of the Act.