



Hood County

**PERSONNEL AND
RISK MANAGEMENT**

OPEN RECORDS REQUEST PROCEDURE

To submit a request for information, please fill out the attached form and submit to the Hood County Office of Personnel and Risk Management.

Forms may be brought in or mailed to:

**Hood County Personnel and Risk Management
1410 W. Pearl St.
Granbury, TX 76048**

Forms may be faxed to:

817-408-3452



HOOD COUNTY PERSONNEL AND RISK MANAGEMENT

In accordance with the Texas Open Meetings Act and the Public Information Act, Chapter 551 and Chapter 552, I _____ hereby request the following information:

By my signature herein, I hereby understand that not all government records are subject to the Open Records Act, but I am hereby requesting any or all of the above-specified records which are available for release.

Name

Date

Physical address

Phone Number

Received by Personnel Director

Date