

# City of Wilmer



*Serving Our Community*

## PUBLIC RECORDS REQUEST FORM

Fill out the Open Records Request form below to request public information. The City of Wilmer accepts Open Records Requests in any legible format; this form is intended to be a guide to help expedite requests.

Please Mail completed form to:  
City of Wilmer  
128 North Dallas Ave.  
Wilmer, TX 75172  
Or Fax your request to 972/441-3061

**Please input your contact information below. Required fields are marked with an asterisk (\*).**

\* Name \_\_\_\_\_

Company/Organization \_\_\_\_\_

\* Mailing Address \_\_\_\_\_

\* City \_\_\_\_\_ \* State \_\_\_\_\_ \* Zip Code \_\_\_\_\_

\* E-Mail Address \_\_\_\_\_

\* Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**\*Please provide detail about information you are requesting.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Are you requesting any and all documents including those that may meet an exception from disclosure under the Public Information Act (PIA)?**

- Only publicly available documents  
 Any and all documents (including confidential information)  
(NOTE: 'Any and all documents' option may require an Attorney General ruling.)

**Do you need the documents certified?**

- Yes (additional fees apply)  
 No

**Received by:** \_\_\_\_\_

**Date:** \_\_\_\_\_