

CASS COUNTY



Office of County Auditor

Lauren Ayers, County Auditor

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OPEN RECORDS REQUEST FOR FINANCIAL RECORDS

Request for examination, inspection and/or copies of public information from Cass County
_____ (Department) must be in written form.

Name of person requesting information:

Phone: _____

Address: _____

Email Address: _____

Items Requested:

Number of Copies:

Cost:

No charge for files emailed to person submitting request.

No charge for the first 9 copies, the tenth copy will be \$1.00 and each additional copy is \$.10. There will be a \$15.00 per hour charge if more than 50 copies are requested.

A response to your request will be provided under the guidelines of the Texas Open Records Act.

Signature

Date