



City of Liverpool · 8901 CR 171 · P.O. Box 68 · Liverpool, Texas 77577
Office: 281-581-2342 · Fax: 281-581-2701
www.cityofliverpooltexas.com

INFORMATION REQUEST FORM

All requests must be in writing and directed to the City Secretary, Catherine Long, 8901 Calhoun Street, Liverpool, Texas 77577, Fax: 281-650-1817 or Email at clong@cityofliverpooltexas.com.

Please type or print

Requestor's Name: _____

Mailing Address: _____

City, State, Zip: _____

Telephone Number: _____

Detailed description of information sought:

- Check one: I request paper copies
 I request digital copies on CD (When available)
 I request only to view at City Hall
 Other (Please explain in detail)

For completion by City only

Date Received: _____ RFI ID No. _____

Disposition:

_____ Provided the following information for viewing: _____

_____ Fees assessed \$ _____ Date _____

_____ Provided copies of the following information: _____

_____ Fees assessed \$ _____ Date _____

_____ Sent to Attorney on _____

_____ AG Opinion requested on _____

_____ AG Opinion No. _____ Received on _____

Notes: _____

City Official Signature: _____