

LEROY-TOURS-GERALD WATER SUPPLY CORPORATION

P.O. Box 22 - 312 W. Commerce
Leroy, Texas 76654
(254) 822-1343/Fax (254) 822-0455
ltgwater@yahoo.com
www.ltgwater.org

Recorders request guidelines are as follows:

Requests must be made in writing. Must specify exactly what is being requested and date range. Must specify if you are requesting to view the information in the office or if you are requesting copies.

Cost breakdown:

Copies @ .10¢ x 25% = .13 a copy
Labor @ \$15.00/hour x 25% = \$ 18.75/hour

Labor fees will apply to all forms of requests made. If you would like to view records in the office, please make an appointment.

This was adopted by the Board of Directors after reviewing the Public Information Act Handbook 2022. Subchapter F of the Public Information Act, sections 552.261 through 552.275

Thank you,

LTG Water Board of Directors
Adopted in 2023