



BEAR CREEK SUD

Telephone 1-972-843-2101 • P.O. Box 188
Lavon, Texas 75166

OPEN RECORDS REQUEST

Fill out the Open Records Request form below to request public information (PIR). Bear Creek SUD accepts Open Records Requests in any legible format; this form is intended to be a guide to help expedite requests. For questions about the form please call 972-843-2101.

The completed form can be mailed, faxed, or emailed to:

Bear Creek SUD
P.O. Box 188
Lavon, TX 75166
Fax: 972-853-2505
Email: h20@bearcreeksud.com

Open Records Requests (ORR) aka Public Information Act (PIA) requests should contain the following information:

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

* Name _____

* Mailing Address _____

* City _____ * State _____ * ZIP Code _____

* E-Mail Address _____ (E-Mail is the preferred form of communication.)

* Phone Number _____ Fax Number _____

***Please provide details regarding the information you are requesting:**



BEAR CREEK SUD

Please provide any information which will enable the District to perform a more comprehensive record search:

The District's records are available for public view unless one of the exceptions to disclosure listed in the Public Information Act applies. Government Code Chapter 552 - Public Information, lists the exceptions. Some types of information that may be kept confidential include:

- Private, personal information such as certain financial or medical information;
- Certain law enforcement information, which may include the identity of informers;
- Complainant's identity;
- Some information related to ongoing litigation;
- Proprietary information submitted by regulated entities;
- Attorney-client (privileged).

Fees may apply for the creation of lists from the agency's databases.