



WORKFORCE SOLUTIONS MIDDLE RIO GRANDE

PO Box 760 ~ 216 W Main ~ Uvalde ~ Texas ~ 78802 ~ 830-591-0141 ~ 830-591-0004 fax

A proud partner of the American Job Center network

WSMRG Open Records Request

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Request for Records:

In accordance with the Texas Public Information Act, I hereby request that copies of the following record of the Workforce Solutions Middle Rio Grande ("WSMRG") be made available for my inspection or duplication. I agree to pay the duplication costs at the rate adopted by WSMRG if the cost does not exceed \$40.00. I understand that if the cost will exceed \$40.00, I will receive an estimate of charges and will have the opportunity to modify or withdraw my request before any copies are made.

Select One

I AGREE to pay the full charges if the cost does not exceed \$40.00. Payment MUST be received prior to releasing documents.

I DO NOT AGREE to pay full charges and would like to modify/withdraw the request.

Documents/Records Requested:
space, please use blank page

***If you require more**

Select One

Inspection Only
 Copies Requested

Copy charges are as follows:

Standard paper copy: 10¢ per page or part of a page | 15¢ legal size paper | CD \$2.00 | Personnel costs incurred in processing a request: \$15.00 an hour | Programmer costs incurred in executing/creating a program: \$28.50 an hour | Overhead fee: 20% of personnel cost for copies of 50 pages or more

Remit Payment to:
Workforce Solutions Middle Rio Grande
216 W. Main St. STE A
Uvalde TX 78801

You may pay in person at our Board Office or send a check to the address listed above.

Please Note:

If a request is for 50 or fewer pages of paper records, the charge for providing the copies may not include costs of materials, labor, or overhead, but shall be limited to the photocopying costs, unless the pages are located in a separate building.

Information:

First Name of Person Requesting Information _____

Last Name of Person Requesting Information _____

Phone Number _____

Email _____

Date Requested _____

Address _____

City _____

State _____

Zip Code _____

