

INFORMATION REQUEST FORM

All requests must be in writing and sent to: Executive Director, 2000 San Francisco Avenue, Laredo, Texas 78040 Fax: (956) 722-6561 Email: publicinformation@larha.org

(Please type or print in ink)

Requestor's Name: Volunteers Serving The Need Date: 1/21/16

Mailing Address, City, State, Zip: [REDACTED]
Laredo Tx 78040

Telephone: [REDACTED] Fax: [REDACTED] Email: [REDACTED]

Description of Information Sought (please be specific): approval of 12/11/15

Check one:

I request paper copies to be given: In Person By Mail By Fax

I request digital copies sent via email (when available) USB

I request digital copies on diskette (when available)

I request only to inspect (i.e. view) the information at Administration Building

Other (please explain in detail) _____

(For completion by LHA official only)

Date Received: 1/21/2016 RFI I.D. # _____

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 # _____ received on: _____

Notes: _____

LHA Official Assigned: Melissa Ortiz _____ (signature)



Housing Authority of the City of Laredo
2000 San Francisco Avenue
Laredo, Texas 78040
Telephone 956.722.4521
Fax 956.722.6561

CERTIFICATE OF HAND DELIVERY/RECEIPT

I do hereby certify that I have received the following documents requested from the Laredo Housing Authority.

Fee _____ Cash _____ Money Order No fee

Gigi Ramos
Requestor-Print Name

Gigi M. E. Ramos 1/21/16
Signature Date Time

Mary De la Rosa
LHA Representative -Print Name

M. de la Rosa 1/21/16
Signature Date Time

Courtesy Copy