

**SAMPLE REQUEST FOR EMERGENCY DECLARATION**

The Honorable \_\_\_\_\_  
Governor of Texas  
c/o State Coordinator  
Governor's Division of Emergency Management  
P. O. Box 4087  
Austin, Texas 78773-0001

Date:

Dear Governor \_\_\_\_\_:

The [County of \_\_\_\_\_ /City of \_\_\_\_\_], Texas, is facing significant threats to life, health and property due to:

- [Provide a description of the threat and the area or areas affected. Threats may include:
- riot or unlawful assembly of three or more persons acting together by use of force or violence
  - the existence of a clear and present danger of the use of violence
  - a natural or man-made disaster
- (For these threats, a disaster declaration may be more appropriate.)]

The potential impact of this threat is:

[Provide an estimate of the impact on public health, safety, and property if the threat is not dealt with.]

I have determined that this incident is of such severity and magnitude that an effective response is beyond the capability of the City to control. Pursuant to §433.001 of the Texas Government Code, I am requesting that you declare a state of emergency for [county/city], Texas, and issue appropriate directives to deal with the emergency; including:

[Indicate what measures that you want the Governor to take.]

Furthermore, I am asking that successive proclamations be issued and remain in effect until the threat of loss of life, injury, or damage property is contained.

A timely response to this request would be appreciated.

signature  
[County Judge/Mayor]\_\*

\* NOTE: The statute provides that either the chief elected or the governing body of a city or county may request the Governor issue an emergency declaration. If a governing body makes a request, this letter should be appropriately modified.