

Release some docs but request ruling from OAG for remainder

December 10, 2013

Ms. Requestor Jane
5001 N 5th
McAllen, Texas 78504

RE: Open Records Request No. 13-12345

Dear Ms. Jane:

This letter is in response to your public information request to the Shield Police Department (the "department") received in our office on December 2, 2013. You requested "a copy of my personnel file." A copy of your original request is enclosed.

The department has reviewed its files and has located the enclosed documents which are responsive to your request. Although the Public Information Act allows a governmental body to charge for copying documents, the enclosed is being provided to you at no charge.

Because we believe some of the information you have requested is excepted from disclosure pursuant to sections 552.101 through 552.154 of the Government Code, a decision is being requested from the Open Records Division of the Office of the Attorney General pursuant to section 552.301 of the Government Code. A copy of the written communication requesting a decision will be provided to you under separate cover. If you have any questions, you may contact me at 512-555-5555.

Sincerely,

Public Information Coordinator
Shield Police Department

Enclosures