



Hays County Development Services

2171 Yarrington Rd, Suite 100, Kyle Texas 78640
(P) 512-393-2150 (Web) www.hayscountytexas.com

Open Records Request Form

Requests will be completed as quickly as possible, upon the order in which they were received.

Requestor Information:

Date Requested: _____ Phone Number: _____

Type of Open Records Request:

- Septic / Structure Planning / Subdivision Food Establishment Child Care Facility
 Other: _____

Requested By: _____

Email: _____

Property Information:

IF NOT IN A SUBDIVISION, REQUESTOR MUST HAVE THE ORIGINAL OWNER'S NAME

(Survey/Abstract Documents Are Filed Under Original Owner)

Original Owner: _____ Current Owner: _____

Site Address: _____

Square Foot: _____ Bedrooms: _____ Bathrooms: _____

Legal Description:

Subdivision Name: _____

Phase: _____ Section: _____ Block: _____ Lot: _____

Survey / Abstract Name: _____ Acreage: _____

Year Septic System Installed: _____ Year of Structure: _____

Comments:

Please email septic Open Records Request Forms to: permits@co.hays.tx.us

Please email all other Open Records Request Forms to: debra.anderson@co.hays.tx.us