

Ellis Appraisal District Data, Map and Open Records Request Form

The Texas Public Information Act (PIA) allows the public the right to obtain government information.
Much of this information is readily available on the EAD website at www.elliscad.com.

Open Records Request must be submitted in writing.

A request under PIA should be for the records or information that already exists. The PIA does not require a governmental body to create new records, perform legal research or answer questions. A requestor may ask to inspect records, obtain copies of records or both. Although most government information is available on our website and under the PIA, some exceptions exist. In accordance with Subchapter C, Ch. 552.148 of the Government Code, sales information is no longer considered public. Requests made for evidence under Sec 41.461(a)(2) of the Texas Property Tax Code allow for sales information to be disclosed in a hearing before an Appraisal Review Board.

Requestor Name/Company: _____

Address: _____

E-Mail: _____

Telephone: _____ Work/Home/Mobile Fax: _____

I hereby request the following under the PUBLIC INFORMATION ACT pursuant to TEXAS GOVERNMENT CODE Chapter 552:

Requestor Signature: _____ Date ____/____/____

Map Requests: ☐ Ellis County Map ☐ Specify Area _____

Requested Data (Circle Elements): PID Abst Name/Number Parcel Lines Street Names
Other _____

Costs:	Full Maps without Aerial Imagery	\$15
	Full Maps with Aerial Imagery	\$20
	Letter size paper copies	\$.10/page

Requested Delivery Method:

☐ Pick up in person ☐ US Mail ☐ Fax ☐ Email ☐ Other _____

Submit this request to the Ellis Appraisal District, PO Box 878, Waxahachie, TX 75168. The fax number is (972) 937-1618. The phone number is (972) 937-3552. The email address is ecad@elliscad.com.

---Please let us know if you wish to receive your response in a special format or media. ---

NOTE: This form may be copied; however it should not be altered or modified from its existing content. Additionally, certain items requested may be exempted from disclosure under the law and certain costs may be assessed for providing copies of requested information.

THIS SECTION TO BE COMPLETED BY AUTHORIZED PERSONNEL

Date Received: ____/____/____ Est. Completion Date: ____/____/____

Records Available ____ Yes ____ No (Check One) Available Online: ____ Yes ____ No (Check One)

Reason for Unavailability: _____

Other: _____

Individual Completing Records Request: _____

Requestor acknowledged availability online and withdrew request: ____ Yes ____ No (Check One)
(Must have written withdrawal from requestor.)