



## **Open Records Request**

The Ochiltree County Hospital District complies with the Texas Public Information Act. Individuals may submit a request for public information by using any of the following methods:

### **How to Submit a Request**

Requests must be in writing and should include:

- Your name
- Contact information
- A clear description of the records you are requesting

### **Submit via Email:**

[kjudice@oghtx.com](mailto:kjudice@oghtx.com)

### **Submit via Mail:**

Ochiltree County Hospital District  
Attn: Chief Executive Officer  
3101 Garrett Drive  
Perryton, TX 79070

### **Submit in Person:**

Attn: Administration  
3101 Garrett Drive  
Perryton, TX 79070

### **Important Notes**

- The Public Information Act does not require the District to create new documents, answer questions, or perform legal research.

- Charges may apply for copies or extensive requests.
- The District will respond within the timelines required by law.

For questions regarding the public information process, please contact the Chief Executive Officer at 806-648-7113 or [kjustice@oghtx.com](mailto:kjustice@oghtx.com)