



**WOODROW W. "WOODY" GOSSOM, JR.  
COUNTY JUDGE**

Wichita County Courthouse, 900 7<sup>th</sup> Street, Room 260

Wichita Falls, Texas 76301

Phone: (940) 766-8101 Fax: (940) 766-8289

county.judge@co.wichita.tx.us

November 14<sup>th</sup>, 2022

The Commissioners Court adopted an order to centralize all open records requests (ORR). If you receive a request, please email or hand the attached informational sheet to the individual making the request. ALL requests are to be handled in this manner and not to be answered by anyone other than the Criminal District Attorney's office.

Please reproduce the attached form and post the legal size notices for the public in your office. Make extra copies to hand out as necessary.

Thank you for your cooperation.

Sincerely,



Woodrow W. "Woody" Gossom, Jr.  
County Judge