

**CRISP COUNTY BOARD OF COMMISSIONERS  
PUBLIC AGENDA REQUEST FORM**

Date submitted: \_\_\_\_\_

Request for business items to be included on the monthly agenda will be placed on a first come, first serve basis. In the event of a full agenda, your issue will be placed on the next available agenda.

Regular monthly meetings are held on the 2nd Tuesday of each month at 9:00 a.m. in room 305 of the Crisp County Government Center, located at 210 South 7th Street, Cordele, Ga.

Deadline for submission of request to appear on the agenda must be submitted **BEFORE NOON, ONE WEEK PRIOR TO THE BOARD MEETING DATE**. Request must include copies of any documents and/or materials that will be used in your presentation to the Board of Commissioners.

I do hereby request that the item listed below be placed on the agenda dated as shown, so that I may be afforded the opportunity to address the Board of Commissioners of Crisp County:

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Item to be placed on agenda: \_\_\_\_\_

Describe, in detail, the item you wish to present and the action you are seeking from the Board of Commissioners. Attach any materials and/or documents supporting your request that will be included in your presentation. Presentations are limited to 5 minutes unless otherwise approved in advance by the County Administrator/Clerk.

Requested date to appear: \_\_\_\_\_

Signature: \_\_\_\_\_

Submit your request by mail to the Crisp County Board of Commissioners, ATTN: County Clerk, 210 South 7th Street, Cordele, Ga. 31015, or by fax to 229.276.2675 or by email to [tom.patton@crispcounty.com](mailto:tom.patton@crispcounty.com)