

Clinch County Board of Commissioners



www.clinchcountyga.gov

Agenda Request Form

*All items requiring action by the Commissioners must first be presented at a work session and must be submitted **at least seven business days in advance of the requested meeting date.** The following information should be provided for each item. All agenda requests must be reviewed and approved by the County Chairman.*

Date of Request: _____

Submitted by: _____

Contact Information: _____

Item of Business: _____

For Meeting Date: _____

Name of Speaker: _____

Funding Information (if funding is required):

Projected Cost: \$

Is this a Budgeted Expenditure? ___ Yes ___ No

If no, what is the recommended funding source:

Recommended Action:

Please attach any supporting documentation which you would like to present to the Board of Commissioners.

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