



## LEE COUNTY BOARD OF COMMISSIONERS

### Citizen Request Form to Address The Board of Commissioners

<u>Name of Speaker:</u>	
<u>Company or Organization Being Represented:</u>	
<u>Date of Commission Meeting You Wish to Appear:</u>	
<u>Address:</u>	
<u>Telephone Number:</u>	
<u>Email Address:</u>	
<u>Topic to Discuss with the Board of Commissioners:</u> (Please be specific and include attachments as necessary)	
<u>Signature of Speaker:</u>	<u>Date:</u>

Requests to address the Board of Commissioners must be received by **12:00 noon**, and a minimum of **one week prior to the Tuesday commission meeting**. Return this form to the County Clerk's office at 102 Starksville Avenue North, Leesburg, Georgia 31763 or e-mail [kaitlyn.good@leecountyga.gov](mailto:kaitlyn.good@leecountyga.gov).

Regular Commission meetings are held on the second and fourth Tuesday of the month at 6:00 p.m., with the exception of November and December, which have meetings only on the second Tuesday of the month. Meetings are held in the Opal Cannon Auditorium of the T. Page Tharp Building located at 102 Starksville Avenue N, Leesburg, Georgia 31763 unless otherwise advertised.

If you have any questions regarding this process, please contact Kaitlyn Good, County Clerk, at [Kaitlyn.good@leecountyga.gov](mailto:kaitlyn.good@leecountyga.gov).

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#### ADMINISTRATION USE ONLY:

Date Received: \_\_\_\_\_

Approved? YES NO

Clerk's Office Initials: \_\_\_\_\_