



BANKS COUNTY BOARD OF ASSESSORS

Meeting Appearance Form

(For completion by persons desiring to speak to the Board of Assessors at a meeting)

PLEASE TYPE OR PRINT

NAME: _____

ADDRESS: _____

MAILING ADDRESS: _____

Organization, if any, on whose behalf you wish to appear.

_____	_____
(name)	(address)

Telephones where you may be reached:

_____ **home** **hours** _____

_____ **business** **hours** _____

Subject matter which you wish to discuss and a statement of what you desire to have done.

Banks County encourages community participation in the governmental process. Consequently the County would ask that all requests be in writing and that the request be made by noon on Friday prior to the Assessors meeting on Wednesday. Included with this written request should be any written information and/or documents that are supportive of the specific request. Without this information being available in advance the Assessor Board will be unable to make a knowledgeable decision and will delay taking a position on your request.

Depending on the magnitude of the request, the Assessor Board may delay placing the item

on the agenda until such a time as proper research can be completed so to support the council taking consideration of the request. The County thanks you in advance for your cooperation in this procedure.

The Assessor Board meets the second Wednesday of every month at 9:00 a.m. In the event that a work session is scheduled the applicant will need to attend the work session and the Assessor meeting. Please inquire as to the date and time of the proposed work session.

By signing my name in the following box I certify I have read this form and understand the procedure and that the above statements are true and correct to the best of my knowledge, and that this information can be used for the purpose of processing my request:

Signed _____

Please return this form to the following address:

*Banks County Tax Assessor's Office
150 Hudson Ridge Suite 6
Homer GA 30547*

For Questions: (706)677-6223

BELOW FOR INTERNAL USE ONLY:

(UPON ACCEPTANCE OF A COMPLETE AGENDA REQUEST, COPY TO CHAIRMAN, BOARD, CHIEF APPRAISER, AND APPLICABLE STAFF)

APPEARANCE DATE

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