

# County Commissioners Agenda Request Form

Complete and submit this form along with any supporting documentation to request time on the county commissioner's agenda. This is not required for items included on the consent agenda.

Name / Department:	Meeting Date:
Subject:	
Summary, explanation and background:	
Requested Action:	
Budget impact for this fiscal year: (Funds available, allocation needed, etc.)	
Budget impact for subsequent years: (Funds available, allocation needed, etc.)	
Time needed to explain to Commissioners:	
Attachments:	
Instructions for what to do with attachments once approved:	

Note: Please have all signatures on any contracts, agreements, etc. prior to board meeting and give all copies to Jaime Carr at [jaimec@duplincountync.com](mailto:jaimec@duplincountync.com) or Davis H. Brinson at [dbrinson@duplincountync.com](mailto:dbrinson@duplincountync.com). The deadline for getting on the agenda is **Noon** on the Wednesday preceding the meeting.