

TELLER COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM REQUEST

(719) 689-2988 - Fax (719) 686-7900

Date of Request: _____

Department & Person Making Request: _____

Contact Phone No. _____ (Must be provided)

Meeting Date For Item to Be Heard/Considered At: _____

Topic of Discussion: _____

Wording To Be Used on Agenda: _____

(Wording may be altered by this office as necessary. If so, you will be notified)

Amount of Time Needed/Requested: _____

(NOTE: All materials (1 original + 7 copies) related to the topic of discussion are required to be provided to the Administration Office no less than one (1) week in advance of the requested agenda date. If materials are not received, the item may not appear on the agenda and another request, for a later date, will be required.)

APPROVED BY: _____

FOR AGENDA DATE: _____

TIME SCHEDULED: _____