



State of North Carolina
County of Halifax

HISTORIC COURTHOUSE - PO BOX 38 - KING STREET - HALIFAX, NC 27839
252-583-1131 - FAX: 252-583-9921

HALIFAX COUNTY
BOARD OF COMMISSIONERS

**REQUEST TO APPEAR BEFORE THE
HALIFAX COUNTY BOARD OF COMMISSIONERS**

It is the goal of the Board of Commissioners to conduct effective meetings and to make informed decisions. Individuals requesting to appear before the Board of Commissioners must submit their request in writing to the Clerk to the Board **two weeks prior to the meeting date**. This form must indicate the item of discussion along with pertinent materials for review.

1. Meeting Date: _____
2. Name of Person Requesting to Appear: _____
3. Organization Representing (if applicable): _____
4. Address: _____

5. Phone Number (Day): _____
6. Item of Discussion: _____

