

**AGENDA ITEM REQUEST FORM
BOARD OF MARSHALL COUNTY COMMISSIONERS**

The Open Meeting Act requires Marshall County to publicly post the agenda of the Board of Commissioners Meetings. Additionally, all agenda items must be listed and the nature of the items(s) described for consideration. In order to meet these legal requirements, please provide the information requested below.

All requests must be submitted five (5) business days prior to the requested meeting date. If the request is submitted after the cutoff date, the item may be placed on the next available meeting date, pending administrator approval.

Dates of regularly scheduled meetings can be found on the County Website:
marshall.okcounties.org

DATE OF MEETING REQUESTED: _____

REQUESTED BY: _____

AGENDA ITEM IS:

- Information only Discussion Action
 Discussion/Action Report

REGARDING:

Please attach any pertinent documents to support this item and return to the Office of the Commissioners, Room 106 – Marshall County Courthouse