

## Presidio County Commissioners Court Agenda Item Request Form

I/we request that the following item be placed on the agenda for the meeting of the Presidio County Commissioners Court to be held on \_\_\_\_\_.

The **deadline** for submitting an agenda request **with the supporting information** including but not limited to **contracts, agreements, resolutions, bills, petitions, reports & proposals is at 12pm on the Friday before the Commissioners Court meeting.** This will give ample time for preparation of the agenda and time for the Judge and Commissioners to review.

**Please do not submit your Agenda Item Request Form until you have all the supporting information and submit them together. ALSO, INCLUDE AN EXTRA ORIGINAL COPY FOR CONTRACTS AND AGREEMENTS IF YOU REQUIRE AN ORIGINAL COPY RETURNED FOR YOUR FILES.**

1. Discussion?

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2. Has this been the subject of previous Commissioners Court action? YES NO

If yes, give the approximate date/location of the meeting at which this matter was discussed or what action was taken thereon: \_\_\_\_\_

REQUESTOR'S NAME:

REQUESTOR'S ADDRESS:

REQUESTOR'S TELEPHONE:

REQUESTOR'S E-MAIL:

**Your agenda request must be filed through the County Judge's Office with a member of the Courts approval. Please submit your request via fax:432-729-4453; e-mail [countyjudge@co.presidio.tx.us](mailto:countyjudge@co.presidio.tx.us); U.S. mail: P.O. Box 606, Marfa TX 79843, or in person: 300 N. Highland Ave, Marfa Tx 79843**

X \_\_\_\_\_

REQUESTOR'S SIGNATURE

X \_\_\_\_\_

AUTHORIZING SIGNATURE