



Marion County Legislative Delegation Thursday, December 6, 2018 Appearance/Comment Card

Please complete this form if you wish to speak and/or present information to the Marion County Legislative Delegation.

Name/Title: _____

Organization _____

Phone: _____

E-mail: _____

Mailing Address: _____

Brief summary of presentation/comments: _____

Appearance/Comment cards need to be completed and submitted to the office of Representative Stan McClain no later than 5:00 PM on November 29, 2018 to assure placement on the meeting agenda. Cards may be scanned and emailed to Stan.McClain@myfloridahouse.gov. We will notify you once we have received confirmation of your attendance and place you on the agenda. If you do not receive confirmation, please contact us to ensure your placement on the agenda. Appearance cards mailed to the Office of Representative Stan McClain at 315 SE 25th Ave. Ocala, Florida 34471. All appearance cards that are mailed must be received by the deadline to assure placement on the meeting agenda. Any cards received after November 29, 2018 at 5:00 PM will not be placed on the agenda. Individuals wishing to speak after the deadline must show up and fill out an appearance card the day of the meeting.

If you would like the Delegation to review information before the meeting, please scan and e-mail the information by November 29, 2018 to the e-mail address above. If you would like to bring materials the day of, please include at least **eight (8) copies** and the information will be distributed to the Delegation Members at the meeting. Time will be limited. Due to the number of people wishing to be heard, please limit your presentation to 3 minutes.

Please Note: Florida has a very broad public records law. Most written communications to or from state officials or staff regarding state business are considered to be public records and will be made available to the public and the media upon request.