

City of Clare
202 W. Fifth Street
Clare, Michigan 48617

APPLICATION FOR APPOINTMENT TO CITY BOARDS, COMMITTEES, AND COMMISSIONS

NAME _____ PHONE# _____

ADDRESS _____ CITY _____, MI ZIP _____

EMAIL _____

CITY RESIDENT: YES NO IF YES, HOW LONG? _____

DO YOU **PRESENTLY** OR HAVE YOU **PREVIOUSLY** SERVED ON A BOARD, COMMITTEE OR COMMISSION FOR THE CITY OF CLARE? YES NO

IF YES, PLEASE LIST THE BOARDS, COMMITTEES AND/OR COMMISSIONS AND THE TERM EXPIRATION DATE(S):

THE FOLLOWING IS A LIST OF OUR CURRENT BOARDS, COMMITTEES, AND COMMISSIONS. PLEASE NOTE WHICH BOARD, COMMITTEE, OR COMMISSION THAT YOU WOULD BE INTERESTED IN SERVING (PLEASE RATE YOUR SELECTIONS WITH #1 BEING THE BOARD YOU WOULD PREFER TO SERVE ON FIRST).

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| ___ AIRPORT ADVISORY BOARD | ___ LIBRARY BOARD |
| ___ BOARD OF REVIEW | ___ LOCAL DEVELOPMENT FINANCE AUTHORITY |
| ___ BROWNFIELD REDEVELOPMENT AUTHORITY | ___ MAIN STREET BOARD |
| ___ CEMETERY ADVISORY BOARD | ___ PARKS & RECREATION |
| ___ CONSTRUCTION BOARD OF APPEALS | ___ PLANNING COMMISSION |
| ___ DOWNTOWN DEVELOPMENT AUTHORITY | ___ TRAFFIC & SAFETY COMMITTEE |
| ___ ECONOMIC DEVELOPMENT CORPORATION (EDC) | ___ TREE BOARD |
| ___ HOUSING COMMISSION | ___ ZONING BOARD OF APPEALS (ZBA) |
| ___ HOUSING BOARD OF APPEALS | ___ OTHER: _____ |

WILLING TO ATTEND TRAINING SEMINARS, IF NECESSARY? YES NO

AVAILABILITY FOR MEETINGS:

DAY(S): (PLEASE CIRCLE) MON TUES WED THURS FRI

TIME OF DAY: (PLEASE MARK) EARLY MORNING DAYTIME EVENING

PRESENT EMPLOYMENT:

Name of Business/Firm/Owner	Title of Position	Type of Business
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Number/Street	City/Zip	Telephone
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LIST YOUR JOB DUTIES AND RESPONSIBILITIES:

PLEASE LIST COMMUNITY ACTIVITIES AND SPECIAL QUALIFICATIONS:

EDUCATION: (Optional)

PLEASE LIST TWO PERSONAL REFERENCES (Clare Residents)

1.

Name	Address	Telephone
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2.

Name	Address	Telephone
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I hereby certify that this form is true and accurate to the best of my knowledge.

Signature

Date

Please return this application to:

**City Clerk's Office
202 W. Fifth Street
Clare, MI 48617**

City of Clare
202 W. Fifth Street
Clare, Michigan 48617

CODE OF CONDUCT

When appointed to a Board, Committee or Commission, you will be required to sign the following Code of Conduct upon Oath of Office:

When appointed to a Board, Committee and/or Commission of the City of Clare, I will perform the duties of the office to the best of my ability and in accordance with the City's policies and procedures and the Charter of the City of Clare.

I will do my best to inform myself on matters of concern to the City of Clare and my specific activities of the group. I will try to attend all meetings and give careful consideration to the business of the board, committee or commission.

As a member of the board, committee and/or commission of the City of Clare, I will disclose to the other members any conflict of interest I may have on matters before it.

I will hold in confidence information obtained in my role as a member of a board, committee or commission and will use such information exclusively for City purposes. I will not take advantage of my office in my contacts with representatives of the public or private sector, with other associations or with the City staff.

Signature

Date