



Harris County Board of Tax Assessors
 102 N. College Street, Room 102-Post Office Box 445
 Hamilton GA 31811-0445
 Phone: (706)628-5171 – Fax: (706)628.4127
www.qpublic.net/ga/harris

Meeting Appearance Form

(for completion by persons desiring to speak to the Board of Assessors at a meeting)

Name:	
Email address:	
Phone number:	

Subject matter which you wish to discuss and a statement of what you desire to be the outcome.

Harris County encourages community participation in the governmental process. Consequently, the County would ask that all requests be in writing and that the requests be made by 9am, 1 week prior to the meeting date (tentatively the second Tuesday of each month). Included in this written request should be any written information and/or documents that are supportive of the specific request. Without this information being available in advance, the Board of Assessors will be unable to take an informed and knowledgeable position on your request.

Depending on the magnitude of the request, the Board of Assessors may delay placing the item on the agenda until such a time as proper research can be completed so to support the Board taking consideration of the request. The County thanks you in advance for your cooperation in this procedure.

You will be contacted with any questions, or concerns regarding this request.

The Board of Assessors meets the second Tuesday of each month at 8:30am. Please monitor the County website for any changes on the meeting day.

By Signing my name in the following box, I certify I have read this form and understand the procedure and that the above statements are true and correct to the best of my knowledge, and that this information can be used for the purpose of processing my request:

Printed name: _____

Date: _____

Please return this form to the following address in person:

Harris County Board of Tax Assessors

102 North College St.

Hamilton, GA 31811-0445

Or by email: smallory@harriscounty.ga.gov

Below is for internal use only:

Upon acceptance of a complete agenda request, copy to chairman, board, chief appraiser, and applicable staff

Approved by Chairman: _____ Date: _____

Appearance Date: _____