

MEETING DATE _____

REQUESTING INDIVIDUAL/ENTITY _____

CONTACT TELEPHONE NO. _____

Affiliation:

Tribal Member

Tribal Council

Tribal Department

Committee/Board

Non-Tribal Agency

Other: _____

1 Topic Title.

- Explanation

2 Topic Title.

- Explanation

3 Topic Title.

- Explanation

4 Topic Title.

- Explanation

5 Topic Title.

- Explanation

Type of Meeting:

Open (Public) Session

Closed (Executive) Session

Action Needed:

Approval by Motion

Approval of Ordinance/Regulation/Policy

Approval of Resolution

Donation/Funding/Support Request

Presentation/Update Request

Other (specify): _____

NOTICE:

1. Agenda items not presented by the submittal deadline prior to a meeting may not be placed on the Agenda and requesting party will have to be present at the start of the meeting and request to be added on the Agenda. Please call the Tribal Secretary to determine established deadlines.
2. If you, or your representative, are not present, the Tribal Council may table your item without any further action.
3. Any item requested for Closed Session may be moved to Open Session at the Council's discretion.
4. If a resolution is to be approved, an electronic version of the resolution in Microsoft Word must be submitted to the Tribal Secretary via e-mail or on a disk/CD.

FOR OFFICIAL USE ONLY

Reviewing Official Comments

Initial

Tribal Secretary Review:		
Other Review:		

Notes / Comments: