

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

**APPLICATION FOR APPOINTMENT TO CITY BOARDS, COMMITTEES, AND COMMISSIONS**

AS PROVIDED UNDER THE CHARTER OF THE CITY OF CLARE- CHAPTER 5. GENERAL PROVISIONS  
REGARDING OFFICERS AND PERSONNEL OF CITY, SECTION 5.1. ELIGIBILITY FOR OFFICE IN CITY:

No person shall be elected or appointed to any office who is in default to the city, or to any school district, county, or other municipal corporation of the state, now or heretofore existing. The election or appointment of any such defaulter shall be void.

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).

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

\*Residency required by Charter (9.6)

ARE YOU WILLING TO ATTEND TRAINING SEMINARS, IF NECESSARY? YES  NO

AVAILABILITY FOR MEETINGS: (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
-----------------------------	-------------------	------------------

---

Number/Street	City/Zip	Telephone
---------------	----------	-----------

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
------	---------	-----------

2. 

Name	Address	Telephone
------	---------	-----------

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  
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