

# CANDIDATE APPLICATION FORM FOR CITY COUNCIL-APPOINTED BOARDS & COMMISSIONS

City Council [ ] & Sub-committee will conduct interviews of applicants interested in serving on a City Board and/or Commission. These interviews will be conducted at the direction of the City Council and will be open to the public. Information disclosed on this application or any other attached documents may be disclosed in public meetings. Please print clearly.

## **PLEASE ATTACH YOUR RESUME**

Board Preference 1: \_\_\_\_\_

Board Preference 2: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ Melissa Resident: \_\_\_\_\_ years

Home Telephone: \_\_\_\_\_ Home Fax: \_\_\_\_\_

Home E-Mail: \_\_\_\_\_

Profession: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Business E-Mail: \_\_\_\_\_

Special Knowledge or Experience applicable to City or Board/Commission Function: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Other Information (Civic Activities): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I verify that the information I have provided in this application to be true and correct. I also acknowledge that this information may be made available to the public.

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Signature

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Date

**PLEASE RETURN COMPLETED APPLICATION AND RESUME TO THE CITY SECRETARY'S OFFICE,  
CITY OF MELISSA, TX 75454 OR FAX TO 972-832-2542. APPLICATIONS  
WILL REMAIN ON FILE FOR TWO YEARS.**



## City of Melissa – Boards and Commissions Questionnaire

3411 Barker Avenue  
Melissa, TX 75454

Phone: 972-838-2338  
Fax: 972-837-2452

### APPLICANT INFORMATION

Last Name:	First:	M.I.:	Date:
Street Address:		Apartment/Unit #:	
City:	State:	ZIP:	
Phone:	E-mail Address:		
Occupation (Place of Business):		Phone:	
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If yes, explain:
Have you ever been convicted of, received probation or deferred adjudication for any offense that was not a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If yes, explain:
Do you have a current Driver's License?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you been a resident of the City of Melissa for at least twelve (12) months prior to the date of application?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If qualified, are you a registered City of Melissa voter?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are you an adversary party to pending litigation against the City of Melissa? Have you ever been an adversary party to litigation against the City of Melissa?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If yes, explain:
Are you an employee or a business associate of either an adversary party or a representative of an adversary party in any past or pending litigation against the City of Melissa, other than an eminent domain proceeding?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If yes, explain:
Are you an employee or a business associate of either an adversary party or a representative of an adversary party that has a pecuniary interest in any past or pending litigation or claim against the City of Melissa, other than an eminent domain proceeding?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If yes, explain:
Are you in arrears on any City of Melissa taxes, water service charge or other obligations owed the City of Melissa?		YES <input type="checkbox"/>	NO <input type="checkbox"/> If yes, explain:

**Provide All Information Requested: INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR BOARD/COMMISSION OPPORTUNITIES.** Your complete application form will be maintained in our active files for one year from the date of the application. I understand that should I not be appointed to a City of Melissa board or commission, this application and any other records obtained, collected or otherwise prepared regarding this application shall be maintained in accordance with the Texas Public Information Act and the City of Melissa's document retention schedule.

**DISCLAIMER AND SIGNATURE**

I certify that my answers above are true and complete. I understand that the information contained in this application may be considered, among other criteria, qualifications and/or information, by the City Council in its evaluation for the position being sought. I further understand that should I be appointed to any City of Melissa board or commission, I serve at the pleasure of the City Council and may be removed from said position at any time and for any reason or no reason at all, with or without notice. I also understand that should I be appointed to a City of Melissa board or commission, I must be responsible for a creditable record of attendance and performance. If this application leads to my appointment to a position on a City of Melissa Board or Commission, I understand that false or misleading information in my application may result in my removal from the position.

Signature

Date