

NOTICE OF SPECIAL MEETING/ MEETING CHANGE

(This form may be used for reporting special meetings, changes to regularly scheduled meetings, and emergency meetings. For annual reporting of regular meeting schedules, use ANNUAL NOTICE OF REGULARLY SCHEDULED PUBLIC MEETINGS form.)

**To be filed with the Grady County Clerks Office as required by Open Meeting Act
[25 O.S., §§ 301 et seq.]**

NAME OF PUBLIC BODY:

(IMPORTANT: The public body's name should be typed exactly the same each time you file a notice.)

ADDRESS:

CONTACT PERSON:

TELEPHONE:

SIGNATURE: _____

(IF EMAILING FORM, TYPE NAME OF PERSON AUTHORIZED TO SIGN FORM) DATE:

Special Meeting [Notice must be given at least 48 hours prior to meeting, as required by 25 O.S., § 311(A)(11)]

Date: _____ Time: _____
Location: _____

Amended Regular Meeting [Notice must be given not less than 10 days prior to implementation of change,
as required by 25 O.S., § 311(A)(8)]

Originally scheduled:

Date: _____ Time: _____
Location: _____

Amended to:

Date: _____ Time: _____
Location: _____

Emergency Meeting [Shall be given with as much advance notice as is reasonable and possible under the
circumstances existing as required by 25 O.S., § 311(A)(13)]

Date: _____ Time: _____
Location: _____

Canceled Regular Meeting

Date: _____ Time: _____
Location (*city*): _____

MAIL, DELIVER, OR EMAIL AS FOLLOWS:

Grady County Clerk

326 Choctaw Ave.

Chickasha, Ok 73018

Phone: 405-224-6673

Email: kromero@gradycountyok.com

Email: jlayman@gradycountyok.com