



# **Town of Smithfield**

## Board, Commission, or Committee Application

Name: \_\_\_\_\_  
(Last) (First) (MI)

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

Business Name & Address: \_\_\_\_\_

Telephone Numbers: \_\_\_\_\_ (Home) \_\_\_\_\_ (Mobile) \_\_\_\_\_ (Email)

Please check the Board(s) that you wish to serve on:

- Appearance Commission
- Board of Adjustment In Town Resident
- Board of Adjustment ETJ Member
- Historic Preservation Commission
- Library Board of Directors
- Parks/Recreation Advisory Commission
- Planning Board In-Town Resident
- Planning Board ETJ Resident
- Other: \_\_\_\_\_

#### **Interests & Skills:**

Circle highest level of education completed: (High School) 10 11 12 GED College 1 2 3 4 5 6

## Recent Job Experiences:

#### **Civic or Service Organization Experience:**

Town Boards previously served on and year(s) served:

Please list any other Boards/Commissions/Committees on which you currently serve:

Why are you interested in serving on this Board/Commission/Committee? \_\_\_\_\_

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**Affirmation of Eligibility:**

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes  No If yes, please explain disposition: \_\_\_\_\_

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Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Smithfield Town Council?  Yes  No If yes, please explain: \_\_\_\_\_

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I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate and if necessary. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/Committee. I understand regular attendance to any Council Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less than the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee, it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Return completed for to:

Elaine Andrews  
Town Clerk  
P. O. Box 761  
Smithfield, North Carolina 27577  
Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: [elaine.andrews@smithfield-nc.com](mailto:elaine.andrews@smithfield-nc.com)

**Applicants are required to be a resident of the Town of Smithfield for In-Town positions  
and within the Town's ETJ for ETJ positions**