



*A separate application is required for each board or commission you wish to join.  
Applications remain active for one year from the date of submittal.  
Resumes are encouraged and may be attached to your **completed** application.*

**Please Circle the Name of Board or Commission for which you are applying.**

Parks & Recreation Board      Planning Commission      Zoning Board of Appeals      Construction Board of Appeals  
Stone Lake Improvement Board      CAUA      Village Trustee      Other \_\_\_\_\_

<b>Name:</b>	
<b>Home Address:</b>	<b>Work Address:</b>
<b>Home Phone:</b>	<b>Work Phone:</b>
<b>Cell Phone:</b>	<b>Email:</b>
Village of Cassopolis residency is required for most boards and commissions. <input type="checkbox"/> I am a Village of Cassopolis resident. If so, for how many years? _____	

<b>Describe experiences you have had that led to your desire to serve the Village.</b>
--

<b>Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other non-profit organizations that are specifically applicable to this board or commission.</b>
---

**Employment:** List your three most recent employment experiences.

Dates	Company Name / Location	Position	Job Description

**Education:** List your three most recent educational experiences.

Educational Institution / School	Degree Received	Area(s) of Study

Some boards and commissions are a mix of citizens with certain qualifications and other citizens representing the general public. Even if you do not have any of the experience or professional background listed below, the Village Council urges you to apply for consideration. Cassopolis needs citizens with diverse backgrounds on its boards and commissions.

**Important Public Records Information:** All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Village Clerk at 269.445.8648 if you have any questions or concerns about the disclosure of specific information.

**Truth and Accuracy:** I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

It is expected that you will strive to attend all scheduled meetings and will properly notify the board or commission chairperson if you will not be able to attend a meeting as soon as you become aware you will not make the meeting.

All members are expected to act with integrity and honesty and to refrain from any decisions in which they have a conflict of interest. Please reach out to the Village Manager or the chairperson of your board if you have any questions or concerns.

Some commissions and boards have bylaws that govern the proceedings of the board. These should be followed at all times.

**Required or Desired Skills and Backgrounds by Board/Commission:**

-Parks & Recreation Board: Must be a village or township resident or appointee. Must have interest in expanding and preserving park service. Frequent park users are encouraged.

-Planning Commission: Must be a resident of the Village of Cassopolis. Desired background includes building, real estate, & business, although all interested persons are encouraged to apply.

-Zoning Board of Appeals: Must be a resident of the Village of Cassopolis. Desired background includes building, real estate, & business, although all interested persons are encouraged to apply.

- Construction Board of Appeals: Desired background includes building, real estate, & business, although all interested persons are encouraged to apply.

-Stone Lake Improvement Board: Must be a riparian owner or live in the Village of Cassopolis. Must have an interest in the health and welfare of Stone Lake.

By signing below, you acknowledge that you understand and agree to the above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date