

HERITAGE VILLAGE WEST CONDOMINIUM ASSOCIATION

UNIT OWNER REQUEST TO SPEAK AT A BOARD MEETING

NOTE: This form must be completed and in the hands of a Board Member or a recognized Office person at least 24 hours before the Board Meeting. The Office person or Board Member receiving this form shall have it duplicated and into the hands of the Directors at least 12 hours before the Board Meeting.

PLEASE PRINT OR TYPE INFORMATION

BOARD MEETING DATE: _____

AGENDA ITEM: _____

OWNER NAME: _____

UNIT NUMBER: _____

POSITION ON SUBJECT: _____

SIGNATURE: _____

DATE: _____

ATTACHMENT/ OWNER'S WRITTEN STATEMENT:

Copies will be placed in Minutes and owner File

Please sign this form prior to the Board Meeting so that you may speak on an agenda item. You do not need to complete this form if you wish to speak at the Open Forum at the beginning of the meeting. To manage discussion, we will allow only three (3) minutes per speaker. Please waive your right to speak if you feel someone else has expressed your viewpoint. A designated microphone will be available for your usage.

Updated: March 21,2020 **HWV UNIT OWNER REQUEST TO SPEAK AT A BOARD MEETING**

HWV Board Approval: April 10, 2025