

2025 PUBLIC HEARING MATERIALS/HANDOUT CHECKLIST

The following guidelines must be followed when submitting materials/handouts to the Delegation:

- ☐ You must provide **10 sets** of all materials/handouts submitted.
- ☐ A copy of your Speaker Request form must be attached to each set as a cover page.
(10 sets = 10 cover pages)
- ☐ All materials/handouts must be on “**8 ½ x 11**” paper.
- ☐ Each set of materials/handouts must be **three-hole punched** on the left-hand side of the paper.
- ☐ All materials/handouts must be **mailed or hand delivered** to the Duval County Legislative Delegation office at 117 W. Duval Street, Suite 480, Jacksonville, Florida 32202.
- ☐ All materials/handouts must be received no later than **5:00 p.m. on Wednesday, November 5, 2025.**

****Please note: Electronic submissions will not be accepted.**



Duval County

Legislative Delegation

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2025 PUBLIC HEARING APPEARANCE RECORD

Please complete and email to Nataylaa@coj.net. If you do not receive a response within two days, please call the Delegation office (904-255-5091). **This form and all material for the meeting must be received by 5:00 p.m. November 5, 2025.**

Name of Speaker: _____

Contact Person: _____

Name of Organization: _____

Address: _____

City: _____ Zip: _____

Phone: _____ Type: Cell Office Home

E-mail: _____

Please select: ☐ Proponent ☐ Opponent ☐ Information

Do you have handouts? ☐ Yes ☐ No

Comments/request:

PLEASE COMPLETE AND RETURN TO DELEGATION COORDINATOR. PURSUANT TO ARTICLE I, SECTION 24 OF THE FLORIDA CONSTITUTION, THIS DOCUMENT, AND THE INFORMATION CONTAINED THEREIN, IS A PUBLIC RECORD.