



Request for a Special Meeting

Appendix C

Dear Residents

A special meeting may be called to deal with and resolve matters of urgency or extreme importance. A special meeting has been requested to deal with the following:

(include full details for the request)

This meeting is scheduled to be held in the OCR Clubhouse on
___/___/___ commencing at _____ am/pm

A minimum of 25 positive responses from residents agreeing to the meeting being convened must be received by the Chairperson/or Secretary within seven (7) days of the issue of this notice to enable the meeting to proceed.

Please indicate your support for the special meeting:

I, _____ House number _____ agree to the convening of a special meeting to be held on ___/___/___

Signature _____ Date _____

Please return this form to the chairperson/or Secretary within seven (7) days from ___/___/___