

**Portage County
Board of Commissioners
449 S. Meridian Street
Ravenna, OH 44266**

*Application for a public volunteer committee, commission, board or agency appointment.
Please attach resume/cover letter/ letter of interest/references/etc.*

I am requesting: ☐ **Appointment** ☐ **Reappointment** ← Please Check One

Name of Committee, Commission, Board or Agency applying for: _____

Full Name: _____

Address: _____

How long have you been a Portage County Resident? _____ Date of Birth: _____

Primary Number: _____ Home ☐ Work ☐ Cell ☐

Email Address: _____

If you currently serve on a Portage County appointed Board or Commission, please list which one(s):

If you are applying for **reappointment** to a Board of Commission on which you currently serve – how many terms have you already served? _____ Terms

Please explain your reason for seeking this Board/Commission appointment or reappointment, and what you hope to bring to the Board through your service:

References:

List three (3) persons not related to you who have knowledge of your qualifications for this position:

1. Have you, your spouse or any of your children under the age of 18 contributed to a Portage County Commissioner's Campaign fund within the last five (5) years? ☐ Yes ☐ No
2. Have you, a business in which you have an ownership interest, your spouse, or any immediate family member, received a contract for goods or services with the last five (5) years from the Board or Commission to which you are seeking appointment? ☐ Yes ☐ No

If yes, please disclose the nature, duration & amount of the contract: _____

3. Are you related to any current employee or any other member of the Board or Commission to which you are seeking appointment? Yes ☐ No ☐

If yes – please give name, relation and position: _____

4. Are you a defendant or plaintiff in any pending civil or criminal law suits that could impact your service on this public board? Yes ☐ No ☐

If yes – please explain: _____

5. Have you ever had any civil, administrative, or arbitration judgement and/or garnishment entered against any business in which you were the owner or the majority shareholder? Yes ☐ No ☐

If yes – please explain: _____

6. Are you current on your property taxes and any other obligations to Portage County? Yes ☐ No ☐

7. List any disciplinary action taken against you – for a breach of ethics or unprofessional conduct – by any employer, professional regulatory board or institution: _____

8. Have you ever submitted oral or written statements to any government authority or the news media on topics related to any issue that may be presented before the Board or Commission to which you are applying? Yes ☐ No ☐

If yes – please explain: _____

9. Are you aware of any circumstances that exist or could exist that would create a conflict of interest if you were appointed to this board or commission? Yes ☐ No ☐

If yes – please explain: _____

**THIS SECTION DOES NOT NEED TO BE COMPELTED IF A RESUME
COVER LETTER OR SIMILAR DOCUMENTATION IS ATTACHED WITH YOUR BOARD
APPLICATION THAT CONTAINS ALL REQUESTED INFORMATION**

Education: _____

Military History

Branch of Service: _____ Highest Rank: _____

Discharge Date: _____ Type of Discharge: _____

Employment History

Present/Last Employer: _____

Your Title: _____ Dates of Employment: _____

Job Duties: _____

Employer Contact Information – Name: _____ Title: _____

Phone Number: _____ Email: _____

Previous employment (List employers, positions, & dates of employment) _____

Do you serve on any other public or not-for-profit boards? Yes ☐ No ☐

If yes, please explain: _____

List any relevant non-paid work experience, internship or volunteer activities: _____

*** I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief. They are made in good faith.**

*** I understand that any false statements will void this application and any actions based on it and that such false statements may result in criminal prosecution.**

*** I understand that any information provided to Portage County related to my candidacy may become a public record under Ohio law.**

Applicable Ohio Revised Code Sections and any special requirements per board can be obtained from the Commissioner's Office or on their website:

<https://www.portagecounty-oh.gov/portage-county-board-commissioners/pages/board-appointments>

Signature of Applicant: _____

Date: _____

Please include a resume or similar document with this form and return it to the following:
Portage County Commissioner's Office
449 S. Meridian Street – 7th Floor
Ravenna, OH 44266