



City Clerk's Office
23600 Liberty Street, Farmington, MI 48335
248-474-5500
www.ci.farmington.mi.us

August 12, 2011

Subject: City Council Vacancy
Letter of Instruction

There will be a vacancy on the City Council due to the resignation of Michael Wiggins. As a result, and pursuant to Section 5.4 of the City Charter, the City Council will be establishing a process to consider filling this vacancy to complete Mr. Wiggins' term which expires in November 2013.

The City Council is requesting that anyone interested in being considered for this appointment complete the application and questionnaire available on the city's website or at the City Clerk's office. Applications and questionnaires must be returned to the City Clerk's office by **4:30 p.m. on Friday, September 9, 2011**. The applications will then be forwarded to the City Council for their review.

If you have any questions or need additional information, please feel free to contact me at 248-474-5500, x 2218.

Susan K. Halberstadt
City Clerk



APPLICATION FOR CITY COUNCIL

Thank you for your interest in serving the City of Farmington as a member of City Council

Date: _____

Name: _____

Home Address: _____
Number & Street City Zip

Home Telephone: _____ Voting Precinct: _____

Email: _____

Employer: _____

Business Address: _____
Number & Street City Zip

Business Telephone: _____

Have you been a resident of Farmington for the past 12 months? _____

Please state your reasons for volunteering to serve our community as a member of City Council.

EDUCATION ACHIEVEMENT

Name of College/University	Degree	Year Attained
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Name of Institution/High School	Diploma/Certificate	Year Attained
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(Degree or advance education is not required for appointment consideration)

EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

COMMUNITY/PUBLIC SERVICE EXPERIENCE

Please describe you previous experience with community-based organizations or other volunteer activities.

SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.

Applicant signature

Please attach any additional pages or documents and return completed application to:

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