

LARKIN CHARTER TOWNSHIP

3027 North Jefferson Road
Midland, MI 48642

Phone: (989) 835-6399 Fax: (989) 835-3301 Website: Larkintownship.org Email: lbenterrich@larkintwp.com

Special Meeting Notice

Larkin Charter Township Board

Meeting Date: _____

Meeting Time: _____

Meeting Location: _____

Purpose(s) of Meeting: _____

This notice is posted in compliance with the Open Meetings Act, Public Act 267 of 1976, as amended, (MCL 41.72a(2)(3)) and the Americans With Disabilities Act.

The Larkin Charter Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon ____ day notice to the _____ Larkin _____ Township Board.

Individuals with disabilities requiring auxiliary aids or services should contact the Township Board by writing or calling the following: *Lisa Benter-Rich, Township Clerk, 989-835-6399 or 989-600-6078.*

Posted on: (date) _____

Township Clerk Signature: _____

A copy of this notice is on file in the Clerk's Office, located at:

3027 North Jefferson Road, Midland, MI 48642

Sample Notes:

This notice must be posted at a prominent and conspicuous place at the township office, so that it is visible to the public for the entire time it is posted, at least 18 hours prior to the time of the meeting. If the township maintains a website that is updated at least monthly with meeting agendas or minutes, this notice must also be posted on that website at least 18 hours prior to the time of the meeting. (MCL 15.265) The information on access for persons with disabilities is recommended, not required.

(MTA 2016)