



City of Mascotte

100 East Myers Blvd. * Mascotte, Florida 34753 * Phone (352) 429-3341 * Fax (352) 429-3345

CEMETERY ADVISORY BOARD APPLICATION

New Application Re-application

Cemetery Advisory Board (one (1) term – 5 members – must have at least 4 resident members in order to have one (1) non-resident member)

Name: _____
 (Last) (First) (Middle)

Address:

Mailing Address (if different): _____

Occupation: _____

Business Phone: _____ Home Phone: _____

Email address: _____

Do you reside within the City limits? Yes No

Why would you like to serve on this board? _____

What special skills would you bring to this position? _____

List fields of work experience: _____

List any licenses and/or degrees (location & year): _____

Local References (Please list three (3)):

- 1.
- 2.
- 3.

Signed: _____ **Date:** _____

The board will meet on a quarterly schedule or as needed.

Please submit your completed application to the city clerk's office:

City of Mascotte
100 E. Myers Blvd.
Mascotte, Florida 34753

E-mail: michelle.hawkins@cityofmascotte.com

Phone: 352-429-3341 ext. 103

GENERAL INFORMATION

SUNSHINE AMENDMENT/CODE OF ETHICS:

All Volunteer Advisory Board/Committee Appointees are governed by and subject to the Florida Sunshine Law, which includes the Public Records Law and Code of Ethics.

[Ref. Sec. 24, Art I, F. C., Sec. 286.011, F.S., Chap. 119, F.S. and Chap. 112 - Part III, F.S., respectively]

FORM 1 – STATEMENT OF FINANCIAL INTERESTS:

Persons required to file FORM 1 include all local officers. A local officer is defined as any appointed member of a board, excluding any member of a solely advisory body. However, a governmental body with land-planning, zoning or natural resources responsibilities shall not be considered an advisory body and, therefore, would be required to file.

Within 30 days from the date of appointment and subsequently no later than July 1 of each year thereafter, a local officer shall file a statement of financial interests with the Lake County Supervisor of Elections. Additionally, within 60 days of leaving the position, unless you take another "reporting position" within that period of time you are required to file a Form 1F with the Lake County Supervisor of Elections

[Ref. Sec. 112.3145, F.S.]

REPORTING REQUIREMENTS AND PROHIBITED RECEIPT OF GIFTS; SOLICITATION AND DISCLOSURE OF GIFTS FROM GOVERNMENTAL ENTITIES, DIRECT SUPPORT ORGANIZATIONS AND HONORARIUM RELATED EXPENSES:

Certain instances require disclosure of gift and honoraria. For a full detail of requirements, please review the **GIFT LAW** as identified in Florida Statutes or contact the City Clerk for specifics.

[Ref. Secs. 112.3148 & 49, F.S.]

NOTE: Forms which may be required to be filed by a local officer are as referenced in Florida Commission on Ethics "**GUIDE TO THE SUNSHINE AMENDMENT AND CODE OF ETHICS FOR PUBLIC OFFICERS AND EMPLOYEES**" booklet, as published annually and on file in the Office of the City Clerk or online at the Florida Commission on Ethics at www.ethics.state.fl.us under the tab entitled Publications and/or Forms.