

# ANNUAL NOTICE OF REGULARLY SCHEDULED PUBLIC MEETINGS

(This form may be used for annual reporting of regularly scheduled public meetings for the following year. For reporting special meetings and changes to regularly scheduled meetings, use NOTICE OF SPECIAL MEETING OR CHANGES TO REGULARLY SCHEDULED MEETING form.)

To be filed with Secretary of State's Office of Administrative Rules **by December 15**  
As required by Open Meeting Act [25 O.S., §§ 301 et seq.]

NAME OF PUBLIC BODY:

(IMPORTANT: The public body's name should be typed exactly the same each time you file a notice. If not worded the same each time, notices may be posted and filed under alternate forms of the name, rather than all together under one name. If not certain of wording previously used, go to Meeting Notices Online at [www.sos.ok.gov/meetings/legacy](http://www.sos.ok.gov/meetings/legacy) and search by key word to find wording used on website.)

ADDRESS:

CONTACT PERSON:

TELEPHONE:

SIGNATURE: \_\_\_\_\_

(IF EMAILING FORM, TYPE NAME OF PERSON AUTHORIZED TO SIGN FORM)      DATE: \_\_\_\_\_

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## Regularly Scheduled Meetings for:

(identify year)

<u>Date</u>	<u>Time</u>	<u>Location</u>
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(Attach additional pages, if needed)

**MAIL, DELIVER, OR EMAIL AS FOLLOWS:**  
Secretary of State/Office of Administrative Rules  
421 NW 13<sup>th</sup> Street, Suite 220  
Oklahoma City, OK 73103  
Phone: 405-521-4911  
Email: [meetingnotices@sos.ok.gov](mailto:meetingnotices@sos.ok.gov)

**NOTE:** IF YOU WOULD LIKE TO POST FUTURE MEETING NOTICES DIRECTLY TO THE WEBSITE AND ELIMINATE THE NEED FOR FILING PAPER COPIES, [CLICK HERE](#) OR CONTACT THE OFFICE OF ADMINISTRATIVE RULES FOR A USER ID AND PASSWORD.