

# CITY OF CREEDMOOR

P.O. Box 765  
111 MASONIC STREET  
CREEDMOOR, NC 27522  
WWW.CITYOFCREEDMOOR.ORG  
(919) 528-3332

**MAYOR**  
DARRYL D. MOSS

**CITY MANAGER**  
THOMAS H. MERCER

**COMMISSIONERS**  
JIMMY MINOR  
DEL MIMS  
LARRY ROBINSON  
THOMAS C. JACKSON  
HERMAN B. WILKERSON

## SUNSHINE LIST POLICY

The North Carolina General Statutes require the City to provide notice of meetings and public hearings to anyone who requests the information. The list of individual and organizations who have requested this service is commonly called "The Sunshine List".

Regulations concerning notices of meetings of public bodies are addressed in NCGS 143-318.12 which states: "The public body shall charge a fee to persons other than the media, who request notice, of ten dollars (\$10.00) per calendar year ...."

The City of Creedmoor has adopted the following Sunshine List policy:

*Sunshine List subscribers receive notification of all public meetings and public hearings scheduled by the City of Creedmoor. Individuals wishing to subscribe to the Sunshine List shall complete the notification form specifying the type of service and delivery method requested.*


*The completed form and the applicable fee shall be presented to the City.*

*The annual fee will not be prorated.*


*All Sunshine List subscriptions shall expire June 30 of each calendar year.*

*Annual renewal notices will be e-mailed by the City Clerk in June.*

Adopted, this 6 day of July, 2015.

  
\_\_\_\_\_  
Darryl D. Moss, Mayor

Attest:

  
\_\_\_\_\_  
Ren E. Wiles, City Clerk





## REQUEST FOR NOTIFICATION OF MEETINGS

City of Creedmoor  
P.O. Box 765  
111 Masonic Street  
Creedmoor, NC 27522  
(919) 528-3332

Date \_\_\_\_\_

Send meeting agendas to:

Name \_\_\_\_\_

Organization: \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

### **Notification Preference (Please check one)**

US Postal (I have enclosed \$10.00 for 1 year)

Email (No fee is required)

\_\_\_\_\_  
Signature (required)

For additional information or questions, contact the City Clerk's Office at (919) 764-1010.

In accordance with NCGS 143-318.12(b)(2), each newspaper, wire service, radio station and television station must file a written request for a meeting notice with the City Clerk and renew their request annually. Persons who request notice of meetings, other than the media, shall be required to pay ten dollars (\$10.00) per calendar year and are required to renew their requests annually. No fee shall be charged for notices sent by e-mail. Fees not paid by the due date on the renewal letter sent will result in no notices being sent.