

Annexation Application Form Check List

Using this checklist as a guide, please review application materials with applicant or representative **before** accepting application.

1. APPLICATION FORM

- Correct Application Form Used (for 60% method or 100% method as applicable)
- Original form with original signature(s), address(es) and telephone number(s) obtained
- Check to make certain all signatures can be read. If signature(s) is/are illegible, make certain the applicant names are typed or legibly printed near the corresponding signature. (the notation "L.S." on the form stands for *legal signature*)
- All legal owners of the property have signed the application form

2. LEGAL DESCRIPTION

- Legal description of the subject property accompanies application
- Ask the applicant or representative if an electronic copy of the legal description is available; if so, make arrangements for the electronic information to be furnished to either the Community Development Department or City Clerk's Office

3. SECTION 5 VOTING RIGHTS ACT QUESTIONNAIRE

- Completed *Section 5 Voting Rights Act Questionnaire* accompanies application

4. MAP OF PROPERTY TO BE ANNEXED

- A tax plat, map or other graphic representation of the subject parcel(s) accompanies the application

I have reviewed the annexation application with the applicant(s) and/or representative(s) and have found the submitted paperwork to be complete and in good order.

City staff member signature

Date

This completed form should accompany annexation application materials submitted to the City Clerk's office.

City of Smyrna
Application for Annexation

We, the undersigned, who constitute one hundred percent (100%) of the owners of the land by acreage, as described below, which is unincorporated and contiguous to the City of Smyrna, hereby apply to have said area annexed into the City of Smyrna under the provisions of laws of the State of Georgia, said property being annexed being described as follows:

WHEREFORE, THE UNDERSIGNED HEREBY APPLY FOR SUCH ANNEXATION.

<u>SANDRA OSBORNE</u> Owner's Printed Name 250 HICKORY ST, UNIT 6001 WOODSTOCK, GA 30188 770-363-5781 Address Telephone#	<u>PAULA POWELL</u> Owner's Printed Name 519 WALNUT DR. MARIETTA, GA 30064 404-626-2809 Address Telephone#
<u>Sandra E. Wallace</u> 1994 Hedge Brooke Ter, Acworth, GA 30101 Witness the hands and seals of 100% of the record title holders of the land described above:	

Sandra Osborne
Owner's Legal Signature/Date

Paula Powell
Owner's Legal Signature/Date

