

Memo
Conservation District Resignation/Appointment

Date:

To: Wyoming Department of Agriculture
Attn: Michelle MacDonald

Re: Changes in District Board Membership
(Your District Name Here)

This memo is to notify the Board of Agriculture of the Wyoming Department of Agriculture of the following change(s) in our District and to request appointment(s) to our Board of Supervisors.

Name Resigning Supervisor:

Date of Resignation (see Resignation Letter which is attached):

Address:

Type of appointment:

- Urban
- Rural
- At-Large

Name of Replacement:

Date of District Board recommendation:

Address:

Type of appointment:

- Urban
- Rural
- At-Large

Background information on replacement (short bio):

For WDA office use

Date Received:

Date Submitted for BOA action:

Date Approved by BOA: