

**LOCAL GOVERNMENT JOINT VENTURE ENTITY  
NOTIFICATION FORM**

(See Instructions on following page.)


**LOCAL GOVERNMENT INFORMATION**

1. Local Government Entity: \_\_\_\_\_  
(Name of Government Creating the Joint Venture)
2. Inter-local Agreement Date: \_\_\_\_\_
3. Local Government Entity  
Contact Person: \_\_\_\_\_  
(Name)  
\_\_\_\_\_  
(Title)  
\_\_\_\_\_  
(Address)  
\_\_\_\_\_  
(Phone Number)

**JOINT VENTURE ENTITY INFORMATION**

1. Joint Venture Entity: \_\_\_\_\_
2. Type of Entity:     Nonprofit     Trust     Other: \_\_\_\_\_
3. Date of Creation: \_\_\_\_\_
4. Main Office Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Phone Number)  
\_\_\_\_\_  
(Email)
5. Contact Person: \_\_\_\_\_  
(Name)  
\_\_\_\_\_  
(Title)  
\_\_\_\_\_  
(Address)  
\_\_\_\_\_  
(Phone Number)  
\_\_\_\_\_  
(Email)
6. Entity Purpose: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Board Members and Officers (List Members names and any offices they hold in local government):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(If More Space Is Needed Please Attach Separate Sheet)

## INSTRUCTIONS FOR COMPLETION OF FORM

1. To fill in this form electronically, simply place your mouse pointer over a blank fill-in area and click the left button on your mouse. You can then begin typing the appropriate information.
2. When you print the document be sure to use the printer icon  located on the Adobe toolbar.
3. The local government official should complete the information for both the Local Government Information and the Joint Venture Entity Information sections of the form. The local government official may need to contact the Joint Venture Entity to obtain some of the Joint Venture Entity information.
4. The form and a copy of the inter-local government should be sent to our office using the following email address: [LGA.Web@cot.tn.gov](mailto:LGA.Web@cot.tn.gov)
5. If you have any questions regarding the form, please contact:

Local Government Audit  
(615) 401-7841