

AGENDA REQUEST FORM

Agenda Item:	Designation of Purchase Cardholder
Name of Person Submitting Request:	Keri Lyles
Address:	Purchasing Dept.
Phone:	(405) 366-0224
Date Requested:	7/6/2026

Description of Agenda Item Including purpose for consideration by Board of County Commissioners (include type of Motion requested).

Approve designation of purchase cardholder:

Charles Hamilton, Cleveland County Fairgrounds with a limit of \$5,000

Internal Use Only

Received By: _____
 Acknowledge: _____ (Chairman)
 _____ (Member)
 _____ (Member)

Date Assigned: _____
 Applicant Notified: _____
 Routine (Consent) Item: _____

Other Parties Notified: _____

As approved on _____ the Board of County Commissioners of _____ County, Oklahoma in an open meeting approves the issuance of County Purchase Cards to the following county employees with the following restrictions:

[illegible]

The Purchase Cardholders designated above shall have the authority to utilize County purchase cards for lawful purchases in accordance with State Statutes and the County Purchase Card Policy.

Attest:

Chairperson

Board Member

County Clerk or Designee

Board Member



proudly awards this certificate of completion for

County Purchase Card Procedures

to

CHARLES HAMILTON

on

June 25, 2026