

Instructions – Affidavit of Public Notice

Tippecanoe County Area Board of Zoning Appeals – Lafayette Division

1. This form can **ONLY** be filled out on the day of the hearing.
2. Please fill in the **Petitioner** name, **case #** (assigned by City of Lafayette Engineering Department staff) and **public hearing date**.
3. Please fill in the date the letters were mailed, and the sign(s) was posted.
4. The rest of the form must be filled out in front of a Notary Public, only on the day of the hearing. By signing this form, you are acknowledging that the letters were sent, the sign(s) was posted at least 21 days before the hearing, and the sign(s) was kept in place for the full 21-day period and remains posted today (the day of the hearing). Please note that there may not be a Notary Public available at the hearing, so you must make arrangements prior to attending the public hearing.