



## REQUEST TO ADDRESS THE MAYOR AND THE BOARD OF ALDERMEN

*Please print*

Name \_\_\_\_\_ Meeting Date \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Phone \_\_\_\_\_ Email \_\_\_\_\_

Reason for request \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Does your agenda item have an attachment? Yes  No

If yes, please include the attachment with your request. Number of pages? \_\_\_\_\_

Will you personally appear before the Mayor and the Board? Yes  No

The Board of Aldermen meets in the City Council Chambers, 115 S. Pearl Street, the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month at 11:00 a.m. and 6:00 p.m. respectively. Requests should be submitted to the mayor's office, 124 S Pearl Street by 5:00 p.m. on Wednesday prior to the Board meeting at which you plan to present. Please limit your comments to five minutes.

Signature \_\_\_\_\_

Date Submitted \_\_\_\_\_

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**PLEASE DO NOT WRITE BELOW THIS LINE**

Received by \_\_\_\_\_ Date \_\_\_\_\_

Board Meeting Date \_\_\_\_\_ Approved Yes  No