



Agenda Request Form

TO: City Clerk, City of Greenville

RE: Request to be listed on the City Council agenda for the City Council meeting to be held on Tuesday, _____ at 4:00 p.m.

NAME: _____

ADDRESS: _____

PHONE #: _____

DATE: _____

Please be specific when giving nature and reason for request:

Will you appear in person? ● Yes No

Do you have material(s) to be presented to Council? ● Yes No

(If yes, submit a copy to the Clerk's office by 12:00 noon on Thursday before the Council Meeting)

Note: Deadline to file notice to be placed on the City Council Agenda is 12:00 noon, Wednesday before the City Council Meeting.

PLEASE LIMIT PRESENTATION TO FIVE (5) MINUTES

Typed/Printed name of person filing form: _____

Signature of person filing form: _____

FOR CITY CLERK'S OFFICE USE ONLY

Source(s):

PHONE () LETTER () EMAIL () IN PERSON () _____ NAME

Date Received: _____ Time: _____ By: _____

Forward Copy To: _____ Department: _____

Comments: _____

