

BOROUGH OF HELLERTOWN

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REQUEST TO MAKE A PRE-SCHEDULED PRESENTATION TO COUNCIL

PLEASE PRINT LEGIBLY AND FILL OUT FORM COMPLETELY

APPLICATION MUST BE RECEIVED AT LEAST ONE WEEK PRIOR TO THE NEXT SCHEDULED COUNCIL MEETING

NAME:

Phone:

ADDRESS:

Fax:

CITY:

STATE:

ZIP:

E-Mail:

I wish to make a pre-scheduled presentation to Council and be placed on the Agenda for
the *(Month)* *(Date)* Council Meeting.

Briefly, the subject of my presentation to Council will be:

I intend to distribute printed information to Council in support of my presentation.

If available in advance please attach a copy.

Notice:

Please be advised that Council has approved a time limit policy for the Courtesies of the Floor portion of the agenda. Presentations are limited to five (5) minutes, unless extended at the discretion of Council. This policy is intended to maintain the pace of the Council meeting, and be respectful of others in the audience that may be present and interested in some other topic on Council's agenda.

Signature:

Date: