REQUEST TO BE PLACED ON THE CITY COUNCIL AGENDA

The City of Anniston would like to hear issues of importance brought by citizens of Anniston as it is in the best interest of the City that the Mayor and City Council be well-informed and prepared to address topics placed on the agenda. In order to better ensure that this process is efficient and effective, the City requires that citizens submit a written form outlining the subject matter about which they would like to speak. The Mayor may rule out of order personal, abusive or indecorous language or matters that the City has no purview over. Completion of this form does not entitle the Speaker to be added to the agenda.

Date of Request: _____________________________________________________________________________
Name of Person to Speak: ______________________________________________________________________
Title of Person to Speak: _______________________________________________________________________
Business / Organization: _______________________________________________________________________
Address: ____________________________________________________________________________________
City/State/Zip: _______________________________________________________________________________
Telephone Number: __________________________ Email Address: ____________________________________

Have you addressed your issue(s) with City staff? ____Yes ____No
Have you addressed your issue(s) with the City Manager? ____Yes ____No
City Council Meeting Date: _____________________________________________________________________

PURPOSE:
Brief summary / paragraph of topic:

_________________________________________________________________________________________

Signature______________________________________ Date_________________________________________

A request must be received by the City Manager ten (10) days prior to the requested City Council meeting date in order to include this form in the City Council packet. Please be sure to include a detailed summary of your presentation topic on this form or with your typed description. If presenting collateral materials (handouts, maps, fliers, etc.), eight (8) copies must be submitted with this form. If using other forms of media (PowerPoint Presentation, DVD, CD, etc.), the final version must be submitted electronically (or on flash drive/CD) with this form and no modifications will be accepted or allowed. It is understood that the City reserves the right to re-format the presentation to facilitate its use during the City Council meeting, but the City will not edit content.
## CITY STAFF USE ONLY

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<thead>
<tr>
<th>Role</th>
<th>Approved</th>
<th>Denied</th>
<th>Initial / Date</th>
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<tbody>
<tr>
<td>City Manager</td>
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<td>Mayor</td>
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<td>City Clerk Notified</td>
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<td>Council Meeting Agenda</td>
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Reason for Denial:

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