

**Plains City Council
AGENDA REQUEST FORM**

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ E-MAIL: _____

STATEMENT OF TOPIC REQUESTED TO BE ADDRESSED: _____

Any individual wishing to address the Plains City Council must complete the information requested above and return to City Clerks before 4:30pm on Monday, _____.

Speaker(s) will be allotted **five minutes** unless additional time is granted by Council.

- No Person shall be allowed to make obscene, derogatory, or slanderous remarks that disrupt the orderly conduct of the meeting.
- No person shall disrupt or interfere in any way with the orderly conduct of the meeting.
- Remarks shall end when a speaker(s) allotted time has expired
- Speaker(s) may respond to questions from the Mayor and Council Members, should clarification be necessary.

Any person willfully violating these rules may be prohibited from appearing before the Council for a period of 60 days. The Mayor shall order the removal of anyone who disrupts or interferes with the orderly conduct of the meeting.

Date

Speaker Signature

Office use only

Received by: _____

Donna Windham (City Clerk), Kelly Swain (Assistant Clerk)