REQUEST FOR THE FLOOR

CITY OF ALTON, ILLINOIS
City Clerk's Office
101 E Third • Suite 101 • Alton, Illinois 62002
Telephone: (618) 463-3522 E-mail: cityclerk@cityofaltonil.com
Fax: (618) 463-3520 Website: www.cityofaltonil.com

	CITY COUNCIL MEETING	COMMITTEE MEETING	SPECIAL MEETING
Date:	_____	_____	_____
Time:	6:30 P.M.	6:00 P.M.	To Be Announced

NAME:_____

ADDRESS:_____

NAME OF ORGANIZATION:_____
IF SPEAKING FOR AN ORGANIZATION

OFFICIAL CAPACITY_____

SUBJECT ON WHICH YOU WOULD LIKE TO SPEAK_____

_____

_____

Any person shall be permitted an opportunity to address the city council at any of its regular, special or committee meetings by request to the office of the City Clerk, specifying the date of the meeting at which the person desires to speak. This request must be conveyed to the office of the City Clerk during regular business hours and prior to commencement of the meeting. The requestor shall advise the office of the City Clerk of the subject matter or topic of the requestor desires to address so that the chairman of the meeting may recognize the requestor at the appropriate time on the agenda when such subject matter or topic would be most appropriate. If no subject matter or topic is specified, or if the subject matter or topic does not appear to relate to any matter on the agenda of a particular meeting, the requestor shall be allowed to address the meeting during the public forum portion of the meeting agenda. A person desiring to address the meeting shall be limited to a five (5) minute presentation at any meeting and the chairman of the meeting shall advise the person desiring to address the city council of the foregoing time limitation and shall required compliance therewith." (Ordinance #7377, 11-13-13)