



Town of North Yarmouth

**SELECT BOARD MEETING AGENDA REQUEST**

Please complete this form if you wish to appear before the Select Board. The request must be received at the Town Office no later than seven (7) days before the meeting you wish to attend.

Business items on the agenda will be placed on a first come, first served basis. In the event of a full agenda, your request will be placed on the next available agenda.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Nature of your request:

Background:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Discussion:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Recommendation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach additional sheets and supporting documentation if applicable.

Date of Request: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_

Meeting Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Town Manager's Acknowledgement: \_\_\_\_\_

Staff Time:

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