



## Request To Address Council

For items to be posted  
On the City Council Agenda  
*Due to the Guin City Hall by noon on the  
Thursday prior to the Council Meeting*

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**Submit to:** City Clerk

**Email:** cityhall@guinal.org

**Fax:** 205-468-3002

**Location:** Guin City Hall- 7500 US Hwy 43

**Phone:** 205-468-2242

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

**Residence Address:** \_\_\_\_\_

**Subject of item to be discussed:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Council Meeting Date at which you wish to speak:** \_\_\_\_\_

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

**Date Form Submitted:** \_\_\_\_\_

**Time Form Submitted:** \_\_\_\_\_

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**Disclaimer:**

By submitting this request to address City Council, I agree that I will keep my comments to the subject listed. I will refrain from the use of any obscene, vulgar, or profane language. I understand that if I do not follow this procedure, my speaking time may be terminated and I may be requested to sit down or be removed from the building. I understand that my comments will become part of the official record.

**City Council Procedure for Citizen Comment on an Agenda Item:**

1. Fill out form completely and turn in to the City Clerk prior to discussion of the item
2. Wait for the Mayor to call your name to approach the podium
3. State your name and address
4. You will have five minutes to address Council

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**To Be Completed by City Clerk's Office**

**Date Form Received:** \_\_\_\_\_

**Time Form Received:** \_\_\_\_\_