

TOWN OF VIRGINIA CITY

PO BOX 35

VIRGINIA CITY, MT 59755

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I request that the Mayor place the following item on the agenda for the Town Council meeting scheduled for _____.

(Date)

(Brief Subject Heading)

In order for the Commission to be adequately prepared to discuss your requested item, please give a description or explanation of what you would like addressed:

(Use back if more space is needed.)

Date: _____

Signed: _____

Phone: _____

email: _____

NOTE: *Your attendance at the council meeting is required for this agenda item to be added to the upcoming meeting agenda. You are responsible for contacting the town office to confirm your attendance and secure your meeting agenda item for the upcoming council meeting. If you or your representative's attendance is not confirmed the Monday before the posting date, your agenda item will be removed from the agenda and will not be addressed at the upcoming council meeting.*