

**REQUEST TO BE ON THE AGENDA  
FOR THE VILLAGE OF SUTTONS BAY**

PLEASE PRINT OR TYPE

I, \_\_\_\_\_, representing \_\_\_\_\_

request to be placed on the Agenda for the \_\_\_\_\_ (General Service, Utility/Marina, Administrative) Committee meeting scheduled for \_\_\_\_\_, or

request to be placed on the Agenda of the Regular Meeting scheduled for Monday, \_\_\_\_\_.

I wish to address the Committee/Council regarding the following matter:

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

I wish the Council to take the following action:  
(Use the reverse side if necessary and attach all applicable documents)

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

If no action is requested, this request will be placed under "Public Comment".

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Note: Regular meetings are held the 3<sup>rd</sup> Monday of each month at 5:30 p.m.  
**THIS REQUEST MUST BE SUBMITTED TO THE VILLAGE CLERK NO LATER  
THEN MONDAY AT 3:00 P.M. THE WEEK PRIOR TO YOUR REQUESTED DATE.**

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