

1700 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3732 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-956

# REQUEST TO SPEAK TO THE CITY COUNCIL

#### Before completing this form, please see reverse side for full instructions

		Date:///
rganization You Represent: (if appli	icable)	
genda Item No. and Title: (if applice	able)	
Oral Communications: Subject of communication is required: (i.e. fallen tree, street sweeping, announce event. etc.)		
ddress:	City:	Zip Code:
hone No:	Email:	
gnature:		
ral Communications: <i>Subject of con</i> ddress: hone No:	nmunication is required: (i.e. fallen tree City:	

### PLEASE NOTE: COUNCIL RULES CALL FOR EACH SPEAKER TO LIMIT HIS/HER REMARKS TO THREE (3) MINUTES DURING PUBLIC HEARINGS, AGENDA ITEMS, and ORAL COMMUNICATIONS

## FOR ANY PERSON DESIRING TO SPEAK TO THE CITY COUNCIL

- 1. Please fill out this "Request to Speak to the City Council" form completely and hand it to the Sergeant-at-Arms on duty or to the Deputy City Clerk. By virtue of the Rules of Order adopted by the Council, no member of the audience will be called upon to speak to the Council about any subject during the time that the Council Members are discussing the item.
- 2. If you wish to speak about a specific Agenda Item [i.e. 14.A] or regarding an agenda item scheduled as a Public Hearing, your request will be included as such. Otherwise, the City Clerk will note your "Request to Speak" and present it to the Mayor to be included in the time allotted for Oral Communications.

Please help us make this process as efficient as possible by clearly identifying the subject matter about which you wish to speak. All Requests will be placed in the order they are received.

3. When your name is called, please walk to the lectern and, after being recognized by the Mayor, state your name and address, and begin your comments, as follows:

"Honorable Mayor and Members of the City Council,"

## We thank you for your participation and interest in the conduct of public business.