

**CITY OF OVERLAND
REQUEST TO ADDRESS THE CITY COUNCIL**

Name: _____ Phone: _____

Address: _____ Zip: _____

Representing: _____

Purpose (select one):

_____ **Community Announcement** _____ **Resident Comment**

_____ **I have reviewed the Rules of Conduct on the reverse of this page.**

(Initials)

Subject: _____

Form must be completed in its entirety and provided to the City Clerk prior to Call to Order.

**CITY OF OVERLAND
REQUEST TO ADDRESS THE CITY COUNCIL
RULES OF CONDUCT**

City Council Meetings are conducted in accordance with Robert's Rules of Order.

Each speaker is to adhere to the following Rules of Conduct when addressing the City Council:

- Each speaker is allowed three (3) minutes to express comments and/or concerns.
- Statements must be presented in a respectful manner.
- Refrain from vulgar or profane language.
- Refrain from personal attacks.

Failure to abide by the Rules of Conduct will result in forfeiture of remaining time to speak.

The City Council will not respond to questions when receiving comments from residents.

Form must be completed in its entirety and provided to the City Clerk prior to Call to Order.