



Speaker Card (Please Print)

The purpose of this card is to ensure that the speaker's name is properly recorded to provide contact information for later staff follow-up, if appropriate.

Name of Speaker: _____ Date: _____

Address: _____

Email: _____ Phone No.: _____

Subject Matter: _____

_____ Present to answer questions, if requested

_____ Wishes to speak _____ in general _____ in opposition _____ in favor

Speaker Guidelines

If you wish to be heard, submit a Speaker Card to the City Clerk prior to the comment period. The following guidelines govern the public's comment:

- Speakers will speak in the order called by the Mayor.
- When your name is called, state your name and address.
- Comments should be kept to no more than five minutes.
- Speakers will address their comments to the Mayor. There will be no questions asked of individual Alderpersons. Individual board members who wish to ask a speaker a question may request recognition from the chair.
- Remarks should be in good taste and presented in a spirit of information and on topic - No personal attacks allowed.
- Hateful, pointed attacks, screaming, etc., will cause your comment period to be cut short.