



CITIZEN/ORGANIZATION AGENDA REQUEST

Council Meeting Date June 9th, 2021

(Requests may be faxed to City Clerk at 309-734-4943)

CITIZEN/ORGANIZATION: Girl Scouts

Citizen/Representative: Melissa Gaston

Address: _____

E-mail Address: jeanie@weunitedway.org

Phone Number: 309.597.1506

Event Date and Hours of Event: June 14, afternoon

Type of Event and Reason for Request: _____

planting flowers on public square Monmouth
at Women County United Way

Requirements for events (these requirements must accompany the request at time of meeting or before, NO EXCEPTIONS):

- 1) Certificate of Liability Insurance – (private citizen or not-for-profit group)
- 2) If request includes or affects other citizens, a form signed by such citizens showing their approval is to be brought to meeting. (Ex: vacating an alley, blocking off street)
- 3) ~~Diagrams or maps, if pertinent to approving the request.~~

 Citizen/Organization Representative
Susan K. Ferrer
 City Clerk

5/22/21
 Date
6/3/21
 Date

PLEASE NOTE: 1) *In order to be placed on the agenda of a Council Meeting, ALL requests MUST be received the Wednesday morning prior to the next Council meeting!*
 2) *Representative must be present at meeting unless exempted under annual request policy.*