



**CITIZEN/ORGANIZATION AGENDA REQUEST**

Council Meeting Date 7-19-21

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

CITIZEN/ORGANIZATION: Monmouth Area Chamber of Commerce

Citizen/Representative: Kelli Kinzer

Address: 89 Public Square Monmouth IL 61462

E-mail Address: director@monmouthilchamber.com

Phone Number: 309-734-3181 cell 309-536-0624

Event Date and Hours of Event: Friday Sept. 24<sup>th</sup> 8:00a-8:00pm

Type of Event and Reason for Request: Saturday Sept. 25<sup>th</sup> 8:00 - ~~10:00am~~ 3:00pm

City-Wide Yard Sales & Downtown Business  
Side Walk Sales.

**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.

Kelli K. Kinzer

Citizen/Organization Representative

7-13-21

Date

Susan L. Trevar  
City Clerk

7-14-21

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.