

**AGENDA INFORMATION FORM
FOR THE
TONOPAH TOWN BOARD MEETING
OR
TONOPAH LIBRARY DISTRICT BOARD OF TRUSTEES MEETING**

AGENDA ITEM:

(Action requested, please explain. Specify if this is an action item or for presentation only)

PETITIONER: (Name, Address, Phone Number, E-mail)

BACKGROUND OF ACTION ITEM REQUESTED:

(Complete description of requested action)

FISCAL IMPACT:

(Funding requested, if applicable)

Please note: Due to posting requirements, all agenda items must be turned in by 12:00 noon five working days (Wednesday) prior to the day of the scheduled meeting or by 12:00 noon six working days (Tuesday of the prior week) if a holiday falls prior to the meeting.

NOTE: (The days in parentheses are for regular scheduled Town Board meetings which fall on the second and fourth Wednesday of each month)

In order to facilitate the review and consideration of an agenda item presented to the Tonopah Town Board/Tonopah Library District Board of Trustees, please include all documents or any relevant material or information with your request.

Signature

Date

Request taken by: _____

Date: _____

IF SUBMITTING A HANDWRITTEN FORM PLEASE WRITE LEGIBLY.

SUBMIT COMPLETED FORM AND ANY APPLICABLE BACKUP TO:

townoftonopah@frontiernet.net

OR DROP OFF AT THE TOWN OFFICE

IF YOU HAVE ANY QUESTIONS CONTACT THE TOWN OFFICE AT:

775-482-6336

FOR OFFICE STAFF USE ONLY:

DATE OF MEETING: _____

AGENDA THIS ITEM IS TO BE PLACED ON: TOWN OR LIBRARY