**Meeting/Event Request Form**
**for**
**Mayor Esther Manheimer and Asheville City Council**

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|---|---|
| **Name of Requestor and Organization:** | [redacted] |
| **Purpose of Meeting:** | [redacted] |
| **Contact Information:** (*both email and phone are preferred*) | [redacted] |
| **Date of Event:** | [redacted] |
| **Time of Event:** | [redacted] |
| **Location of Event:** | [redacted] |
| | |
| **Date Requested:** | [redacted] |
| **If the Mayor is unable to attend, are you amenable to a council member attending in the mayor's stead? (YES or NO):** | [redacted] |
| **Please list any other request or pertinent information for the Mayor or Council Member you are requesting:** | [redacted] |

| | |
|---|---|
| | [redacted] |
| | |

**Note: If you are requesting a speaking engagement, please attach or e-mail information in relation to the topic and desired event format to jmatthews@ashevillenc.gov or fax to the attention of Jaime Matthews at 828-259-5499. Thank you.**