

**TOWN OF TONOPAH and
TONOPAH LIBRARY BOARD OF TRUSTEE
AGENDA ITEM REQUEST
FOR DISCUSSION AND PRESENTATION ONLY**

Agenda Item No. _____

The Tonopah Town Board and the Tonopah Library Board of Trustees meet on the 2nd and 4th Wednesday of each month, 6:00 p.m. at the Tonopah Convention Center, 301 Brougner Avenue, Tonopah, NV. To request placement on a future agenda, please complete the information below and submit it to the Deputy Town Clerk at 140 S. Main Street, Tonopah, Nevada, or by email to jmills@tonopahnevada.com **at least seven (7) business days prior to the scheduled meeting.** ***No action will be taken by the board on a "Discussion and Presentation Only" agenda item request.***

Please place this request on the (check one): ☐ TONOPAH TOWN BOARD Agenda ☐ TONOPAH LIBRARY BOARD OF TRUSTEES Agenda

Department or Organization Presenting: _____

Request Submitted By: _____

Requestor's Email Address: _____

Requestor's Phone Number: _____

For Discussion and Presentation Only (Describe the Topic of the Discussion and/or Presentation:

Meeting Date: _____

Time Requested for Presentation: _____

Do you require any special equipment for your presentation: ☐ Yes ☐ No

If you answered yes, please place a check mark in the box next to the equipment requested:

☐ Podium ☐ Microphone ☐ Projector ☐ Other: _____

Please provide backup documentation, materials or other information for the board and general public regarding this presentation/discussion with this request.

SUBMITTED BY:

Signature

Date

FOR TOWN USE ONLY:

REQUEST RECEIVED BY: _____ ***DATE RECEIVED:*** _____

MEETING DATE: _____ ***NOTES:*** _____

