



*Town of Maggie Valley  
Board of Aldermen*

**AGENDA REQUEST**

*Must be presented to the Town of Maggie Valley Clerk's Office*  
**NO LATER THAN THURSDAY, 12.00 PM THE WEEK BEFORE THE MEETING**

**DATE OF REQUEST:** \_\_\_\_\_

**REQUESTED BY:** \_\_\_\_\_

**MEETING DATE REQUESTED:** \_\_\_\_\_

**Regular meeting:      third (3<sup>rd</sup>) Tuesday of the month at 5:30pm**

**SUBJECT:** \_\_\_\_\_

**SUMMARY OF REQUEST:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERSON MAKING PRESENTATION AT MEETING:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

**ATTACHMENTS:      YES\_\_\_\_\_      NO\_\_\_\_\_**

*Original and ten (10) copies must accompany agenda request*

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THIS SECTION FOR OFFICE USE ONLY

**Received (Date/Time):** \_\_\_\_\_

**Town Manager / Clerk to the Board Comments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_