



## TOWN AND COUNTRY SUBDIVISION MEETING REQUEST

Trustee name: \_\_\_\_\_

Trustee phone number: \_\_\_\_\_

Trustee address: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Requested location: (If the location you requested is not available, you will be contacted with available alternatives)

Longview Farm House

Town and Country City Hall

Fire House

Requested date and time frame: \_\_\_\_\_

Estimated number of attendees: \_\_\_\_\_

Indicate if you would like any of the below representatives to attend: (Attendance subject to availability)

Police Department Representative

Mayor

Aldermen (your ward only)

If you are meeting at Longview, please indicate how you would like the room set up:

Presentation Style

Tables and Chairs

Projection Screen (no projector available)

Extra table for handouts

Miscellaneous: (please initial)

\_\_\_\_\_ Trustee Update Form completed and attached

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Completed forms can be submitted to Morgan Kuepfert, [kuepfertm@town-and-country.org](mailto:kuepfertm@town-and-country.org), or in person at City Hall – 1011 Municipal Center Drive. For questions, please call 314-587-2804.