

Written Petition to City Council Form

Administering Department: City Clerk's Office  
1500 Warburton Avenue, Santa Clara, CA 95050  
tel: (408) 615-2220 • fax: (408) 241-6771

---

Instructions

Use this form to ask to speak to the City Council at a City Council meeting about an issue of concern to you, or an item you want to bring to the City Council's attention.

Please print the form, then fill it out and mail it, or deliver it to the City Clerk's office, along with supporting documentation, letters, etc. (if any).

The form will be processed by the city clerk's office and heard no later than two weeks from the date received (providing there is a council meeting within that time frame). The City Clerk will contact you to confirm your availability on the meeting date selected. If you have questions about this process, please contact the City Clerk's Office via email at clerk@ci.santa-clara.ca.us or by calling (408) 615-2220.

At the City Council meeting, petitioners will usually be allowed three minutes to present their Written Petition to Council.

---

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

I, \_\_\_\_\_, am hereby requesting to be placed on the Santa Clara City Council Agenda for the following purpose:

---

---

---

---

---

---

---

---

I understand that it is important that I attend the meeting in the event there are any questions the Council wishes to ask me.

Signed:

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone:\* \_\_\_\_\_

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

\*Note: This is a public document. If your telephone number is unlisted or if you do not want it to be public, please provide an alternate number where you can be reached.

\_\_\_\_\_

Certification of Authenticity

**Beware**, you are subject to prosecution if you unlawfully submit this form. **under penalty of law**, transmission of this form to the City of Santa Clara is your certification that you are authorized to submit it and that the information presented is authentic.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date Signed