



City of Omaha
Jean Stothert, Mayor

Office of the Mayor
1819 Farnam Street, Suite 300
Omaha, Nebraska 68183-0300
(402) 444-5000

REQUEST FOR MAYOR'S TIME FORM

Name: _____ Phone: _____

Organization: _____ Meeting/Event: _____

Date/Time: _____ Location: _____

(Please include exact address)

Tell us about yourself or your organization:

What is the purpose of your meeting/event?

Who is the audience? Approximately how many people are expected to attend?

How would you like the Mayor to participate in your event? (Attend? Speak? How long? Cut a ribbon?)

Are there specific remarks, talking points, words of encouragement or acknowledgements you would like the Mayor to make?

Other: (Please provide any other information or situational considerations the Mayor should be aware of in speaking with you or participants of your meeting/event?)

Please return this form to:

mayor.scheduler@ci.omaha.ne.us

or fax (402) 444-6059

Note: Please allow approximately 14 days to process your request.