



Town of Juno Beach
340 Ocean Drive; Juno Beach, FL 33408
Phone: (561) 626-1122; Fax: (561) 775-0812

Special Request Form
For Town Council
_____ **Parade of Homes (OR)** _____ **Other**

This form is produced to provide the general public an organized process for making a special request of the Town Council, where no other process exists for the subject or type of petition or request. The Town Council is not obligated to grant or take any form of action with this process.

Section I **Instructions for Completion:**

1. Complete and fill out the items listed below on this form / sign (if necessary, notarize).
2. Provide any additional information that will help define and explain the nature of this request.
3. Meet with Town Staff to discuss the nature of request (Town Staff may require additional data and information depending upon the nature of your request. These additional items must be submitted with the completed application prior to the Town Council's consideration of the request).

Section II **Please Complete the Following:**

▪ *Applicant/Agent Information:*

Name of Applicant: _____ Contact Phone: _____
Address of Applicant: _____

*If the applicant has an agent, or will be represented by anyone other than the applicant:

*Name of Agent: _____ Contact Phone: _____
Address of Agent: _____

List forms of Identification provided and attached (i.e. Driver's License, Passport, official state-issued identification card, etc.): _____

▪ *Subject or Nature of the Request/Petition:*

Please define as clearly and definitively as possible the subject and nature of your request/petition: _____

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- *Regarding the Location Associated with Subject or Nature of Request/Petition:*

Location Address and/or Subdivision: _____

- *General Information:*

If this request involves several organizations, parties, participants, please provide the number of participants related to this request and list the associated organizations / companies / parties, their addresses and contact numbers:

If there is an organization responsible for the request, please list the name of the principal in charge of the company/organization and his/her address and contact information:

Is there a specified time associated with the request? _____; If so, what amount of time is proposed in association with the request?(dates/times): _____

By signing this form, you acknowledge that the information provided is, to the best of your knowledge, accurate and complete:

Applicant's Signature

Date

Print Name

The foregoing instrument was sworn and subscribed before me this ___ day of _____, 201___, by _____ who is _____ personally known to me or _____ produced _____ as identification.

Notary Public

My Commission Expires: _____