



# DVD Request Form

## Board & Commission Meetings

Name of City meeting\*: \_\_\_\_\_

Date of meeting\*: \_\_\_\_\_

Number of DVD copies: \_\_\_\_\_ (\$25 per copy)

\*A DVD Request Form must be completed for each meeting date requested. **A fee of \$25 per copy is due upon submission** of the DVD Request Form and must be paid by check or money order, payable to the *City of Fargo*.

Name of person requesting DVD copy \_\_\_\_\_

Mailing

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

Phone number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Would you like to be contacted via (circle one):      phone    or    e-mail

DVD requests will be completed and ready for pickup within 5 business days, of the date the request is received. We will notify you via e-mail or telephone when the DVD is ready. DVDs will not be delivered or sent via postal mail.

**Please mail or deliver request form and payment to:**

City of Fargo  
Mayor's Office  
200 3<sup>rd</sup> St. N.  
Fargo, ND 58102

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Please be sure to list the meeting name and date correctly, as we are not responsible for incorrect information on your request form.