

***INSTRUCTIONS FOR INVITEES TO SPEAK AT CITIZEN'S VOICE:**

Anyone who wishes to speak or submit a written comment for the "Citizen's Voice" portion of the Council meeting may do so by contacting the Township Clerk 72 hours prior to the scheduled meeting date at 732 536-0200 x1805. You will be requested to leave your name, address, phone number and email address. If you are directed to voicemail when you call, please indicate that you wish to speak or submit a written comment at Citizen's Voice, and indicate which meeting date and leave your name, address, phone number and email address. Just prior to the start of the meeting you will be called at your phone number to attend. The call will come from an out of state "Webex" number and you must accept the call in order to participate. At the appropriate point in the meeting, you will be unmuted by the meeting host so that you may identify yourself and speak. Comments both oral and written are limited to five minutes. If you choose to submit written comments, you will be directed to mail or email your comments 72 hours prior to the scheduled meeting date, at which time it will be read into the record at the appropriate time during the meeting. The Township of Marlboro reserves the right to pass over duplicative written comments. However, each comment shall be noted for the record with the content summarized.

***INSTRUCTIONS FOR INVITEES TO SPEAK AT PUBLIC HEARINGS:**

Anyone who wishes to speak or submit a written comment concerning the budget or the adoption of an ordinance scheduled for a public hearing, may do so by contacting the Township Clerk 72 hours prior to the scheduled meeting date at 732 536-0200 x1805. You will be requested to leave your name, address, phone number, email address, and indicate the specific Public Hearing of interest. If you are directed to voicemail when you call, please indicate the specific Public Hearing of interest and the meeting date. In addition, leave your name, address, phone number, email address and specify whether you wish to speak or submit a written comment. Note that comments during a Public Hearing are restricted to the specific subject matter for which the Public Hearing is being held. Just prior to the start of the meeting you will be called at your phone number to attend. The call will come from an out of state "Webex" number, and you must accept the call in order to participate. At the appropriate point in the meeting, you will be unmuted by the meeting host so that you may identify yourself and speak. If you choose to submit written comments, you will be directed to mail or email your comments 72 hours prior to the scheduled meeting date, at which time it will be read into the record at the appropriate time during the meeting. The Township of Marlboro reserves the right to pass over duplicative written comments. However, each comment shall be noted for the record with the content summarized.