

**Invitation to Councilwoman Dorothy Goosby**

**Fax to: 516.465.6514**

**Office Phone: 516.489.5000 Ext. 4304**

**email: dorothygoosby@gmail.com**

Name of person/organization and phone of contact  
person: \_\_\_\_\_

\_\_\_\_\_

Title of Event \_\_\_\_\_

Date of Event \_\_\_\_\_

Start Time: \_\_\_\_\_

End Time: \_\_\_\_\_

Best time for Councilwoman to arrive: \_\_\_\_\_

Address and directions to event:

\_\_\_\_\_

\_\_\_\_\_

If possible, would you like the Councilwoman to present a Certificate of  
Recognition? \_\_\_\_\_

Names and addresses of honorees for the Certificate:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Will the Councilwoman be allotted time for greetings or remarks? \_\_\_\_\_

Approximate amount of time allotted: \_\_\_\_\_

Is there a topic that you would like the Councilwoman to speak on?

\_\_\_\_\_

Please use the space below for any additional comments that will help to make  
the Councilwoman's visit successful:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_