

Invite the Mayor to Your Event

Please email request form to kgehlhausen@huntingburg-in.gov & nelkins@huntingburg-in.gov
Requests are reviewed weekly. The mayor attends as many events as his calendar allows. Please
submit requests at least 3 weeks in advance if possible.



Date of Request _____ **Your Name** _____

Cell Phone _____ **Email** _____

Name of Event _____

Date of Event _____ **Start Time** _____ **End Time** _____

Event Address _____

Will there be a meal? Yes ☐ No ☐

Event Purpose _____

Would you like the mayor to speak? Yes ☐ No ☐

If yes, how long? _____

Number of expected attendees _____

Expected event attire _____

Would you like any other City Department heads to attend? Yes ☐ No ☐

If yes, who? _____

Event/Host Organization Background _____

Organizations Website _____

Organizations Social Media(s) _____