

**PHBA MEMBER REQUEST TO HAVE AN AUDIENCE  
WITH THE PHBA EXECUTIVE BOARD**

If a PHBA member/members has a compelling issue or concern they believe needs to be presented to the PHBA Executive Board in person, said member/members may request to have an audience with the Executive Board at a regularly scheduled meeting. This form must be completed in it's entirety and submitted to the PHBA office either by USPS mail or email. Upon receipt, the form will be forwarded to the Executive Board for consideration; member/members will be notified if their request has been granted within ten (10) days of submission. They will be given the date and time for their attendance at the Executive Board meeting. Said meeting will be a Zoom meeting. Fifteen (15) minutes will be the maximum time allotted for each issue or concern.

<b><u>MEMBER NAME</u></b>	<b><u>MEMBER SIGNATURE</u></b>	<b><u>PHBA MEMBER NUMBER</u></b>
<hr/>		
<hr/>		
<hr/>		
<hr/>		

**DESCRIBE THE ISSUE/CONCERN YOU WISH TO PRESENT TO THE EXECUTIVE BOARD:**

---

---

---

---

---

---

<hr/>	<hr/>
<b>DATE SUBMITTED</b>	<b>DATE RECEIVED (FOR OFFICE USE)</b>

<hr/>	<hr/>
<b>EXECUTIVE BOARD MEETING SCHEDULED TO ATTEND</b>	<b>APPROVED BY:</b>