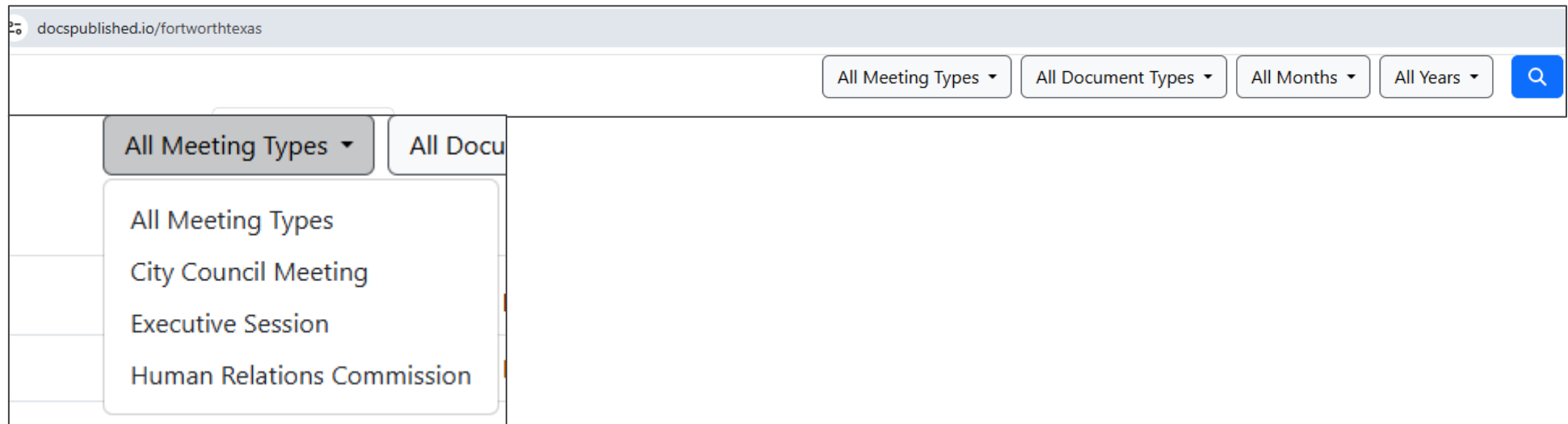


# How to Register to Speak at Council Meetings

# Access the Registration Website

- Go to <https://docspublished.io/fortworthtexas>
- Use the filter options at the top of the page to narrow down meetings by date or type



# Select the Meeting

Click on the meeting for which you want to register to speak or submit comments on an agenda item

Active Documents	<a href="#">Calendar</a>	<a href="#">Archived Documents</a>
Document Title	Meeting Date ▼	
City Council Meeting - Monday 6 July 2026	Monday 6 July 2026 11:00 AM	
City Council Meeting - Wednesday 6 May 2026	Wednesday 6 May 2026 10:00 AM	
Executive Session - Wednesday 6 May 2026	Wednesday 6 May 2026 12:00 AM	
City Council Meeting - Tuesday 5 May 2026	Tuesday 5 May 2026 6:00 PM	
City Council Meeting - Tuesday 28 April 2026	Tuesday 28 April 2026 11:00 AM	

# Open the Agenda

Click on the hyperlink to the meeting agenda

Active Documents	<a href="#">Calendar</a>	<a href="#">Archived Documents</a>
<b>Document Title</b>		<b>Meeting Date ▼</b>
City Council Meeting - Monday 6 July 2026		Monday 6 July 2026 11:00 AM
<a href="#">City Council Meeting - July 7 2026</a>		

# Open the Registration Form

- To register to speak or submit written comment:
  - Expand the agenda section for the item you wish to address



City Council Meeting - July 7 2026 Document Packet  
Monday 6 July 2026 11:00 AM  
City Council Chamber, Fort Worth City Hall

Front Page ▾

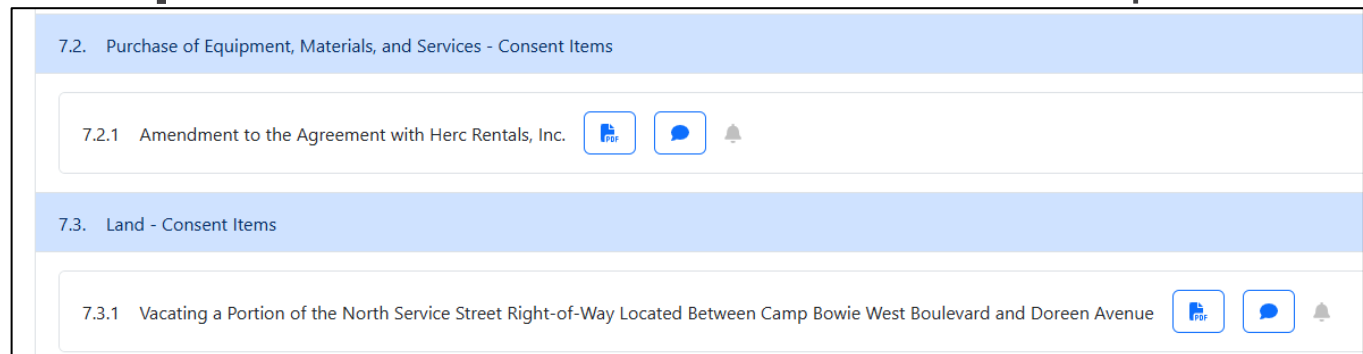
1. Call to Order ▾

2. Invocation ▾




3. Pledge of Allegiance ▾

- Click the blue speech bubble to the right of the item




This opens the **Submit Request to Speak/Feedback** form. Scroll to the top of the form to review all sections.



7.2. Purchase of Equipment, Materials, and Services - Consent Items

7.2.1 Amendment to the Agreement with Herc Rentals, Inc.   

7.3. Land - Consent Items

7.3.1 Vacating a Portion of the North Service Street Right-of-Way Located Between Camp Bowie West Boulevard and Doreen Avenue   

# Complete the Form Sections

The screenshot shows a web form titled "Submit Request to Speak/Feedback". At the top, it displays "Selected Item: 7.4.1 Sole-Source Agreement with OverDrive, Inc." and "Meeting Date: Wednesday 6 May 2026 10:00 AM".

Section 1: "Nature of Request/Feedback" contains a dropdown menu labeled "Select Feedback Type".

Section 2: "I am" contains three radio buttons: "For the item", "Against the item", and "Neutral/Undecided about the item".

Section 3: "Presenter Details" includes fields for "Subject", "First Name", "Last Name", "Organisation", "Address", "City", "State", "Post Code", "Phone Number", and "Email Address".

Section 4: "Elected Representative" contains a dropdown menu labeled "Select Representative".

Section 5: "Presentation" contains two radio buttons: "Individual" and "Group".

Section 6: "Comments" contains a text area with the placeholder "Enter your comments you wish to provide to Council here".

Section 7: At the bottom right, there is a "Submit" button and a "Close" button. A disclaimer at the bottom left reads "By submitting this form you agree to City of Fort Worth's [Terms of Service](#)".

- 1. Nature of Request/Feedback Section:**
  - Select "in Person Presentation to speak during the meeting OR
  - Select "Written Comments (No Presentation)" to submit comments without speaking
- 2. I am Section: (Choose one)**
  - For the item
  - Against the item
  - Neutral/Undecided about the Item
- 3. Presenter Details Section:**
  - Enter your personal information
  - Provide an email address if you would like a confirmation email
- 4. Elected Representative Section:**
  - Select the Council Member associated with your district

# Complete the Form Sections (cont.)

The screenshot shows a web form titled "Submit Request to Speak/Feedback". At the top, it displays "Selected Item: 7.4.1 Sole-Source Agreement with OverDrive, Inc." and "Meeting Date: Wednesday 6 May 2026 10:00 AM".

Section 1: "Nature of Request/Feedback" with a dropdown menu labeled "Select Feedback Type".

Section 2: "I am" with three radio buttons: "For the item", "Against the item", and "Neutral/Undecided about the item".

Section 3: "Presenter Details" with fields for "Subject", "First Name", "Last Name", "Organisation", "Address", "City", "State", "Post Code", "Phone Number", and "Email Address".

Section 4: "Elected Representative" with a dropdown menu labeled "Select Representative".

Section 5: "Presentation" with two radio buttons: "Individual" and "Group".

Section 6: "Comments" with a text area labeled "Enter your comments you wish to provide to Council here".

Section 7: A "Submit" button at the bottom right, with a "Close" button below it. A disclaimer at the bottom left reads: "By submitting this form you agree to City of Fort Worth's [Terms of Service](#)".

## 5. **Presentation** Section:

- Select "individual" if you are representing yourself
- Select "Group" if you are representing a group
  - If speaking for a group, enter the names of 10 individuals who will be present at the meeting

## 6. **Comments** Section:

- If you chose Written Comments (No Presentation), this is where you can submit your comments to Council.

## 7. **Click on Submit.**

- NOTE: Please wait a couple of minutes as the system is processing your request. Do not hit Submit more than once.

If you provided an email address, you will receive a confirmation email.

For questions and/or assistance, please  
contact the City Secretary's Office at  
817-392-6150

