



City Manager's Office



Request for Legal Services

Date: January 11, 2018

Department: General Services Division: Administration

Contact Person:* Sandy Pfundheller Office No.: (941) 429-7129 Cell No.: (941) 628-3645

**Individual who is the primary staff person on this issue and may be relied upon for historical information, documents, etc.*

Decision Maker:* Peter D. Lear Office No.: (941) 429-7077 Cell No.: _____

**This is the individual who has the authority to make substantive decisions regarding the legal matter at issue.*

Request for Service (please describe):

Visit Florida is requesting the City of North Port sign a Content Release form to grant Visit Florida the ability to use content (photographs, language) that the City provides to Visit Florida for inclusion on its website.

If there is an identifiable opposing party, please list name here: _____

Attach all relevant documents necessary. Check here if originals to be delivered under separate package to City Attorney

CHECK ONE: ROUTINE (5-7 Days) URGENT (two days) EMERGENCY (next day)

Response time begins when the request is received by the City Attorney's Office.

List budget account number of requesting department/division which actual costs may be charged: _____

If immediate attention is necessary, call for service, follow-up with this form later and check here:

Approvals:

Department Director: **Sandy Pfundheller** Digitally signed by Sandy Pfundheller
DN: cn=Sandy Pfundheller, o=City of North Port, ou,
email=spfundheller@cityofnorthport.com, c=US
Date: 2017.11.28 14:37:10 -05'00'

Date: _____

City Manager: _____

Date: _____

The City believes this request is covered under (check one): Retainer Hourly

FOR CITY ATTORNEY'S OFFICE USE ONLY

CAO File Number (please use this number on all future correspondence regarding this matter): _____

Attorney Assigned: _____ First Deadline: _____

City Attorney Reviewed & Assigned: _____