



Instructions Petition to Call a Special Town Meeting

This petition form attached is only for the use to CALL a Special Town Meeting.

1. Petitioners are encouraged to contact the Town Administrator's Office to review and discuss the petition before signatures are collected.
2. The petitioner will put the complete article language in question on the front of the form and signatures will be collected on the back of the form.

Please note: Separate signature pages are prohibited. When collecting signatures you may use as many petition forms as needed. We do not allow signatures in pencil, crayon, etc. Please use a permanent pen. Signatures must be registered voters of the Town of Lynnfield with printed name, signature and current address.

The petitioner must gather 200 or more signatures (Massachusetts General Law Chapter 39, Section 10).

It is suggested that the petitioner gather more than **200 signatures** in case any signatures are rejected because:

- **N:** No such registered voter at that address, or address is illegible;
- **S:** Unable to identify signature as that of voter because of the form of the signature, or signature is illegible;
- **T:** already signed petition article

Signatures will not be certified if they are not within the numbered spaces of the petition

3. Fill out the contact sheet and submit that along with your signed petition pages to the Town Clerk's Office for verification of signatures. The Town Clerk's Office will notify you once your petition signatures have been certified and if you have enough to warrant a special meeting. The Town Clerk's Office will also notify the Select Board and Town Administrator of the submitted petition, upon certification.
4. We strongly recommend that the petitioners set up a meeting with the Town Administrator's Office and the Town Moderator before the meeting to discuss the article, presenters, speakers, motion or motions and Town Meeting procedures.



**Contact Information Sheet
Petition to Call a Special Town Meeting**

Title of Petition: _____

_____.

Contact info for the lead petitioner:

Name: _____

Address: _____

Phone: _____

Email Address: _____

Contact info for the speaker (if different from petitioner):

Name: _____

Address: _____

Phone: _____

Email Address: _____



Town of Lynnfield
PETITION TO CALL A SPECIAL TOWN MEETING

Petition # _____ Article # _____

Type of Article/Financial Related or Non-Financial:

Financial:

Non-Financial:

Town By-Law:

Zoning By-Law:

Conservation:

Statute Acceptance:

Street Acceptance:

Other:

WE, THE UNDERSIGNED REGISTERED VOTERS OF THE TOWN OF LYNNFIELD HEREBY PETITION THE SELECT BOARD AND RESPECTFULLY REQUEST TO CALL A SPECIAL TOWN MEETING AND TO INCLUDE IN THE WARRANT FOR SAID MEETING THE FOLLOWING ARTICLE:

