



REQUEST TO APPEAR AS A DELEGATION

Name(s):

Organization:

Address

P.O. Box

City

Postal Code

Telephone:

Cell:

Email:

Request to appear as a delegation before:

Council Committee _____ Other _____

Please provide below a brief but specific overview of your presentation:

Will you be requesting financial assistance? Yes No

Will you be speaking about a bylaw? Yes No If so, which bylaw? _____
(refer to *Helpful Information*)

↳ **Helpful Information:** Council and Committees welcome public comments; however, as a courtesy in dealing with lengthy agendas, we request you present the information clearly and concisely. You will be required to submit your printed material at least one week before the meeting to be circulated on the Council or Committee agenda for their review in preparing for the meeting. Each address must be **limited to 15 minutes**. If the delegation consists of more than one person, please appoint one person to speak on behalf of your group. Please note that pursuant to section 18 (3) of the *Council Procedure Bylaw*, Council must not permit a delegation to address a meeting of the Council regarding a bylaw that was the subject of a public hearing and has not yet been adopted.

Signature: _____

Date: _____