



REQUEST FOR DELEGATION TO COUNCIL

Name and title of person(s) making the presentation:

Organization: _____

Name of applicant if other than above:

Phone No.: _____ Fax No.: _____

Email: _____

Address: _____

Details of Presentation:

Date of Council Meeting Requested: _____

Please email this request to info@campbellriver.ca. If a confirmation has not been received within 48 hours please call the Legislative Services department at 250-286-5700.

Please Note

- The maximum length of the presentation is **10 minutes**.
- It is recommended that you submit a brief letter outlining your request by 3:00 p.m. on the Wednesday prior to the meeting so it can be included with Council's Agenda package. If you can't meet this deadline, please bring 12 copies to distribute to Council the night of the meeting.
- A laptop and projector are provided in Council Chambers for electronic presentations. It is recommended that you bring a copy of your electronic presentation on a memory stick and email a copy to tracy.bate@campbellriver.ca to include in the electronic agenda.

For Office Use Only

Date of Council meeting confirmed: _____

10 minute time limit confirmed: _____

Letter provided for agenda: _____ electronic copy of presentation emailed: _____
