Request to Address Council Form

Proposed Meeting Date: _____

Alternate Date: _____

Organization/Applicant Name: _____

Name(s) (and titles/positions if applicable) of Speaker(s):

Contact Name: _____ Daytime Phone: _____

Email: _____

Topic(s) to be Discussed (please provide attachments if necessary):

Desired Resolution (eg. Letter of Support from Council – Please provide a draft copy of the Letter of Support you wish Council to provide):

The Council Chamber is equipped with a laptop and projector which projects images onto a screen in Council Chambers. This equipment can accommodate PowerPoint and PDF presentations. If you will be providing Council with a draft letter of support, a PowerPoint presentation, handouts etc. they must be submitted with this application.

☐ Handouts Attached

Please advise which of the following applies:

- ☐ Verbal Presentation
- ☐ Paper Documents to be given to Council (attached
- ☐ District equipment required for PowerPoint Presentation (presentation provided on USB or emailed to info@districtofmackenzie.ca.

Please note that your inclusion on the agenda is not confirmed until you have received confirmation from District staff.