



## Request to Appear Before Council

Person to Appear: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Name of Meeting (Committee or Council): \_\_\_\_\_

Agenda Item Number: \_\_\_\_\_

### Select One (1) Option to Appear Before Council:

- Public Presentation (to be sent three (3) business days before the meeting date)
- Delegation (to be sent one (1) business day before the meeting date)
- Public Input (to be sent before noon on the day of the meeting)

### General Outline of Subject:

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### Person Requesting Appearance (if different from those appearing):

Name: \_\_\_\_\_

Title/Organization: \_\_\_\_\_

Telephone No.(s): \_\_\_\_\_

Will you be requesting funds from the City? \_\_\_\_\_

**\*\* Anyone wishing to conduct a presentation must provide an electronic version of the presentation or speaking notes by 4:00 p.m. three business days prior to the Regular Scheduled Meeting of Council to [publicinput@elliottlake.ca](mailto:publicinput@elliottlake.ca). Requests will **not** be permitted if received late.\*\***

Date Submitted: \_\_\_\_\_

**This form may be submitted to the Clerk's Office by email to [publicinput@elliottlake.ca](mailto:publicinput@elliottlake.ca) or in person.**

### DISCLAIMER

**Please note that submission of this form does not guarantee the approval of your request for a presentation. In addition, all information submitted will be considered to be public information and therefore subject to full disclosure, under the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M. 56, as amended and any successor legislation thereto.**

Personal information collected through this form is pursuant the authority of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S. O. 1990, Chapter M.56, as amended, and will be used to create the Council Agenda and will become a public document. Questions about this collection should be directed to the City Clerk, 45 Hillside Drive North, Elliot Lake, ON P5A 1X5 (705) 848-2287.