



**DELEGATION TO COUNCIL**

**Requests to appear before Council and supporting documentation (i.e. PowerPoint Presentations) must be submitted by 12 noon the Monday prior to the Council meeting. If the Monday is a Statutory Holiday this form and all supporting documentation must be submitted by 12 noon the business day preceding the holiday.**

**Regular Council Meetings start at 9:00 a.m** (Delegations must be in attendance by 8:45 a.m.) Maximum presentation time is 10 minutes, with a 10-minute question period, unless otherwise approved.

Please supply information regarding the matter to be placed before Council. Please email your request and materials to [agenda@dawsoncreek.ca](mailto:agenda@dawsoncreek.ca), fax to 250.782.3203 or drop off at the Administration Department at City Hall.

Please note that all meetings, open to the public, are video broadcast via the internet and on the local cable television network. Photos may be taken of you and your delegation and, by requesting to appear as a delegation, you and your group hereby consent to have your image(s) used by the City of Dawson Creek in all media, including, but not limited to, advertising, display, Internet, publications and television.

Date appearing before Council: \_\_\_\_\_

Name(s) of Attendee(s): \_\_\_\_\_

\_\_\_\_\_

Organization: \_\_\_\_\_

Request: \_\_\_\_\_

\_\_\_\_\_

Reasons to request this action: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address

City

Postal Code

I will have a presentation or handout and have submitted it

I will require the projector for my presentation

I will not have a presentation or handout

Approved by DCS \_\_\_\_\_