Request for Deputation

Please complete this request and return to the Chief Executive Officer at least seven (7) clear days[1] prior to the Council Meeting you wish to appear.

Date of meeting you wish to speak at:		
Name/s: *(up to two (2) members will be allowed to speak)*		
Contact number:		
Email:		
I will be speaking on my own behalf:	☐ Yes	☐ No
Or as the spokesperson of a group of persons:	☐ Yes	☐ No
(If yes, who or what group are you representing?)		
The topic or issue I wish to speak about is: *(please give sufficient details of the matter to enable consideration of your request for a deputation – additional pages can be attached if required):*		
I have read and understood the Deputation Information Sheet and agree to comply with the Deputation Conduct guidelines.		
Signature:		Date:
Print Name:		

[1] *Clear days do not include the day the deputation request is lodged or the day of the Council meeting (so for a Monday Council meeting, the deputation request would need to be lodged two Sundays prior).*