

Clerks Department  
55 Zina Street, 2nd Floor  
Orangeville, ON L9W 1E5  
Telephone: 519.941.2816

## **Delegation Request**

Request for delegation, any written submissions and background information for consideration by Committee or Council must be submitted to the Clerk's office by 12:00 p.m. on the Wednesday prior to the requested meeting.

Deputants will be directed by the Clerk to the appropriate Committee except where the deputant wishes to address Council with respect to a matter which will be before Council or where the Clerk determines that the matter is of such an urgent nature that there is insufficient time to delegate to a Committee.

Council /Committee (Please select one) :

Date of meeting:

Subject:

Name:

Street Address

Town/City

Postal Code

Address:

Phone Number:  Email:

Name of Group /Organization being represented:

(if applicable)

Brief Statement of Purpose of Deputation:

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Clerk (519) 941-2816 Ext. 2503.