

Municipal Date Stamp



Attention:

Municipal Clerk, Township of Hamilton

8285 Majestic Hills Dr. Camborne

Phone: 905-342-2810 Ext 110 Fax: 905-342-2818

Email: ksurerus@hamiltontownship.ca

Schedule "C" – Request for Delegation Status

Name of Individual(s) speaking:

Position title:

Name of Organization:

Phone Number: _____ Email:

Reason(s) for delegation Request (subject matter to be discussed)

I will be providing:

- 1) A formal document/letter for the Agenda open closed
- 2) A copy of the presentation electronically open closed

• *Note: Delegates are required to provide one (1) copy of all background/presentation materials to the Municipal Clerk no later than 4:00 p.m. on the Wednesday preceeding a Council/Committee of the Whole Meeting in order to be included on the agenda package.*

In accordance with the Procedural By-law No. 2015-07:

Delegates appearing before Council or Committee are required to limit their remarks to 10 minutes respectively with a 5 minute question period to follow.

Once the above information is received by the Municipal Clerk, you will be contacted to confirm your placement on the appropriate agenda.

Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority.

Signature of Delegate: _____

Signature of Municipal Clerk or designate: _____

Date: _____

Personal information on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M56, as amended. Inquiries about the collection of personal information should be directed to the Municipal Clerk.