POLICY SECTION C: 4. Agenda - Delegation Request for Presentation to Council

Council invites delegations to make presentations at Town Council meetings. To provide council with clear, concise information, delegations are requested to submit a written report outlining the issues being brought before council at least *seven (7)* days before the scheduled council meeting.

Name of Delegation:_____

Contact Name/Person making presentation: _____

Issue to be discussed:_____

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Request of Council: _____

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Date of Council Meeting: _____

Delegation Time: _____

If there is additional information please attach: Yes_____ No_____

Delegations are limited to 15 minutes.
All Council meetings are open to public