



Town of Irishtown-Summerside  
183 Main Street, A2H-4A1  
709-783-2146  
townofirishtownsummerside@bellaliant.com  
<https://www.irishtownsummerside.ca/>

REQUEST TO APPEAR BEFORE IRISHTOWN-SUMMERSIDE COUNCIL	
NAME:	
ADDRESS:	
TELEPHONE #:	
E-MAIL ADDRESS:	
The Council Chambers is equipped with a laptop and TV. Please check your audio/visual needs: <input type="checkbox"/> Laptop <input type="checkbox"/> Speakers	
PLEASE INDICATE THE DATE OF THE COUNCIL MEETING YOU WISH TO ATTEND AS A DELEGATION	
DATE:	
Please identify the desired action of Council that you are seeking on this issue: _____ _____	
I have never spoken on this issue before. Key points of my presentation are as follows: (please attach full presentation to be included in agenda package) _____ _____	
If an individual appears as a delegation before Council, a further deputation from the same individual concerning the same topic(s) will not be permitted unless there is significant new information to be brought forward, subject to approval by the Mayor and Clerk. Specific new information must be identified on this form and/or attached for approval.	
I have spoken on this issue before. Specific new information I wish to submit is as follows: (please attach full presentation)	
In accordance with the Procedure By-law, Requests to Appear as a Delegation before Council must be received by the Clerk by 12:00 p.m. on the Friday before the Council meeting in order that the delegations may be listed on the agenda and the subject of the delegation be identified.	
All requests must include a copy of the presentation materials. Failure to provide the required information on time will result in a deferral or denial. Delegations are limited to 15 minutes.	
I have read and understand the information contained on this form, including any attachments, will become public documents and be listed on the Council Meeting Agenda and on the Town's website. I also understand that presentation materials must be submitted with this deputation form. Electronic presentations must be e-mailed to <a href="mailto:townofirishtownsummerside@bellaliant.com">townofirishtownsummerside@bellaliant.com</a> in accordance with the deadlines outlined above.	
Signature: _____	Date: _____



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