



District of Peachland Request Form to Appear as a Delegation

Requested Meeting Date	
Organization	
Person(s) Speaking	
Telephone Number	
Email Address	
Subject Matter	
Specific Request of Council (i.e. funding, letter of support)	
Audio-Visual Material Required	
Requested amount of time for presentation	
Date of Application	

- Requests to appear before Council or the Committee of the Whole, accompanied by the PowerPoint presentation **MUST** be received by the Director of Corporate Services corporateservices@peachland.ca , no later than **Tuesday noon** the week prior to the meeting.
- The Director of Corporate Services will schedule delegations and inform the organization's contact of their presentation time.
- Presenters have 10 minutes for their presentation.
- Please ensure your cell phone is off to avoid interruptions.
- Please address remarks to the Mayor and Council, not the audience.
- Questions should be directed through the Chair. Council will respond if possible, or refer to staff for further research.
- Regular Council Meetings begin at 3:00 p.m., and Committee of the Whole Meetings start at 9:00 a.m. Delegations are heard at the beginning of each meeting.
- If you have any further questions, please contact the Director of Corporate Services, Jennifer Sawatzky at corporateservices@peachland.ca or 250-767-2647.