



REQUEST TO APPEAR AS A DELEGATION

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|------------------------|--------------|------------|-------------|
| DATE REQUESTED: | | | |
| | <i>Month</i> | <i>Day</i> | <i>Year</i> |

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| COMMITTEE OF THE WHOLE <i>3:00 pm in Board Chambers, 6300 Hammond Bay Road, Nanaimo</i> | REGULAR BOARD <i>7:00 pm in Board Chambers, 6300 Hammond Bay Road, Nanaimo</i> | EA SERVICES COMMITTEE <i>1:30 pm in Board Chambers, 6300 Hammond Bay Road, Nanaimo</i> | OTHER MEETING Please specify below: |
|---|--|--|---|

I acknowledge and understand that the meeting at which I wish to speak is a public meeting, and by requesting to speak and by disclosing personal information in my oral or any written presentation I consent to the disclosure of that information as reasonably necessary by the Regional District of Nanaimo for purposes of administration and operation of the service to which my presentation relates. I am also asserting that the presentation is in compliance with the Federal Copyright Act, and grant the RDN license to publish these materials.

*** NAME OF PRESENTER:**
Please note affiliated organization if applicable. Multiple presenters may be listed.

PHONE: Home/Cell Business/Cell **EMAIL:**

NAME OF APPLICANT IF OTHER THAN ABOVE:

***SUBJECT OF PRESENTATION:**

***ACTION WHICH IS BEING REQUESTED OF THE BOARD OR COMMITTEE**

Delegations must state the specific action which is being requested.

*** EXECUTIVE SUMMARY OF PRESENTATION**

Delegations must provide an executive summary for inclusion with the meeting agenda.

Additional background materials and/or correspondence may also be submitted with this form.

Audio/visual presentations may be submitted separately as per instructions below.

Please submit this completed form to delegations@rdn.bc.ca, or submit in person, mail, or fax as per below

- **If you are including an audio/visual presentation at the Meeting**, digital files must be submitted to delegations@rdn.bc.ca no later than 11:00 am on the day of the Meeting. These items will not be distributed, but will be set up on the laptop/projector for your presentation, and will become public when shown at the Meeting.
- *** Items marked with an asterisk**, as well as supporting documentation or correspondence provided by delegations, will be made public, and will be available for review by Directors in advance of the Meeting. Audio/visual presentations will become public when shown at the Meeting, and will be reviewed in advance by authorized staff and Directors as necessary.
- Additional information collected on this form will only be used by authorized staff for contact purposes. Personal information collected by the RDN is protected in accordance with *the Freedom of Information and Protection of Privacy Act*.
- For additional information, or to submit this form in person, mail, or fax, please contact RDN Administrative Services at 250-390-4111 / toll free: 1-877-607-4111, 6300 Hammond Bay Road, Nanaimo, BC, V9T 6N2, Fax: 250-390-4163 (if faxing please call or email to confirm).