

# Township of Scugog Delegation Request Form

If you wish to speak at an upcoming meeting, please ensure this form is fully completed.

The public can apply to speak at a General Purpose & Administration Committee meeting or a Planning & Community Affairs Committee meeting. Please refer to the [council schedule](#) before requesting your date.

Requests must be received no later than 4:00 p.m. on the Tuesday preceding the meeting.

For additional information or clarification please contact the Clerk's Department at [clerks@scugog.ca](mailto:clerks@scugog.ca).

**Date of Meeting \***

 

**Name of Delegation / Person(s) Speaking \***

Each individual delegate will be given a five (5) minute time slot to address the Council. Please note delegation time cannot be combined to exceed the five (5) minute limit for each individual speaker.

**Contact Name \***

**Phone Number (999-999-9999) \***

**Email Address \***

**Address \***

**Town/City \***

**Province \***

**Postal Code \***

**Group Delegation Represents**

**General Nature of Delegation \***

**How will you be attending? \***

- Attending in-person
- Attending virtually

**Please indicate the Action being requested by Council (if applicable):**

Note: Committee and Council meetings are live streamed and recorded. By requesting to address Council, you and/or your organization or group hereby consent to appear on these broadcasts.

Personal Information on this form is being collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. c.F.31, s. 39 (2).

Questions about this collection may be directed to the Clerk's Department, Township of Scugog, 181 Perry Street, PO Box 780, Port Perry, ON, L9L 1A7, [clerks@scugog.ca](mailto:clerks@scugog.ca) or 905-985-7346.

# Thank You for Submitting Your Delegation Request

A member of the Clerk's Department will be in contact with you within 2 business days with further information.