



DEPUTATION REQUEST FORM

*Please complete this request and return to the City of Unley at least **three (3) clear days** prior to the Council meeting at which you wish to be heard.*

To: The Chief Executive Officer

I/We hereby request to be heard at a Council meeting of the City of Unley

Representor Name:

.....

Telephone Number:

.....

Email:

.....

Address:

.....

.....

I will be speaking:

On my behalf:

As a Spokesperson:

Group:

.....

If the group has a set of Rules by which the group is governed, please provide a copy of these.

Representor 2 Name:

.....

Telephone Number:

.....

Email:

.....

Address:

.....

.....

Representor 3 Name:

.....

Telephone Number:

.....

Email:

.....

Address:

.....

.....

This Deputation relates to the following subject matter:

(Please give sufficient details of the matter to enable consideration of your request for a deputation)

Please Note: If you wish to distribute information as part of your deputation, this material must be provided to Administration prior to the meeting at which your deputation occurs. Please ensure you discuss any information you wish to be distributed or options for presenting your deputation with Administration when you receive confirmation that your Deputation Request has been approved.

I have read and understood the Deputations Information Sheet and acknowledge that I must comply with the requirements.

Signed: _____

Date: _____ / _____ / _____

Once completed, please return to the City of Unley, either in person, or by post, facsimile or email pobox1@unley.sa.gov.au

City of Unley Use Only	
Received (date and time):	_____ / _____ / _____ at _____ am/pm
Acknowledged by Presiding Member	
Signed:	
Dated:	_____ / _____ / _____
Acknowledged by OCEO	
Signed:	
Dated:	_____ / _____ / _____
Approved:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Meeting Date:	_____ / _____ / _____ at _____ am/pm
Representor Notified:	Yes <input type="checkbox"/> No <input type="checkbox"/>