



The Corporation of the Town of Cobourg
Legislative Services Department
55 King Street West
Cobourg, ON K9A 2M2

Delegation Request Form

Submit the completed Delegation Request Form to the Municipal Clerk by e-mail to clerk@cobourg.ca or in person or by mail to 55 King Street West, Cobourg, ON K9A 2M2.

Contact Information

Name of Delegate(s):

Group/Organization/Business Delegation Represents (if applicable):

Meeting Selection

I wish to appear before:

- Strategic Priorities and Policy Standing Committee
- Corporate, Finance and Legislative Standing Committee
- Public Works Planning and Development Standing Committee
- Community Services, Protection, and Economic Development Standing Committee
- Regular Council
- Accessibility Advisory Committee
- Cobourg Public Library Board
- Cobourg Heritage Advisory Committee
- Cobourg Police Services Board

Delegation Request

General Nature / Purpose of the Delegation:

(Clearly state the nature of the business to be discussed and provide a general summary of the information to be presented)

Recommendation to Council / Committee / Board

(Indicate the action you would like the Town to take with respect to the above-noted subject matter)

Have you appeared before the Council / Committee / Board in the past to discuss this issue?

Yes No

Presentation Material

Will you have an oral or written presentation?

Oral

Written

Will you have a visual presentation?
(ie. PPT, pictures, etc.)

Yes

No

Delegates are required to provide any supporting materials for a Council Meeting to the Clerk by noon on Monday nine (9) days prior to the meeting to be included on the Meeting Agenda for circulation. Supporting materials for an Advisory Committee or Board are required to be submitted by noon five (5) days prior to the meeting to be included on the Meeting Agenda.