

**Deputation Form – Request to make a Deputation**

To speak at a meeting of Council or Committee of the Whole, you must complete this form and submit it to the Town Clerk to ensure that your name and address are accurately noted. Deputation Request Forms are due by 9:00 am on the Monday before the subject meeting (one week in advance). Deputations received after 9:00 am on the Monday before the subject meeting or if the Agenda is deemed full shall be considered at the next appropriate meeting. Agendas are finalized the Wednesday prior to the Council/Committee of the Whole meetings.

Following the release of a Council or Committee of the Whole Agenda, the Town Clerk will receive deputation requests regarding matters that are included on the Agenda, up until 12:00 noon the Friday immediately before the meeting.

Subject / Application; Blue Meadows Development presentation

- I wish to address Council
- I wish to address Committee of the Whole
- I request future notification of meeting

Related or background information **shall be** attached for circulation to Council

Name: Montgomery King  
Firm / Organization (if any) Montgomery Phillip King Architect Inc.  
Address: P.O. Box 977 Southampton Ont.  
Postal Code: N0H 2L0 Email: montgomery.king@sympatico.ca  
Residential Phone: \_\_\_\_\_ Business Phone: 519 797 1958  
Fax Number: n/a cell #519-389 1466  
Signature: MLK

**How to Make a Deputation:**

1. Please submit this completed form to the Town Clerk
2. Please state your name and address prior to speaking, and
3. Please provide a digital copy via email to the Town Clerk (**memory sticks will not be accepted**) or a hard copy of materials used in your presentation, if any, to the Town Clerk for the official record of the Town. Material provided prior to the meeting will be circulated to Council and posted to the Town website before the meeting.

**Please note:** It is recommended that presentations be prepared with black letters on white background. Thank you.

Decorum dictates respect for all opinions and individuals are reminded there is zero tolerance for coarse language and inappropriate behaviour. By submitting this Form you have indicated agreement with this requirement.