

Request to present at a Local Authority meeting.



Approval to present at a Local Authority meeting must first be obtained by Council at an Ordinary Council meeting and papers submitted to governance@macdonnell.nt.gov.au **three weeks before the proposed Council meeting.** Governance will inform Presenters of the outcome shortly thereafter.

Local Authority	
Community	
Meeting date	

Your contact details	
Name	
Position	
Organisation	
Department / Agency	
Email address	
Phone number(s)	
How many will attend	

Details for your deputation report
Name of organisation and/or presentation
Select and complete the statement that best suits your deputation: <input type="checkbox"/> Provide information to the Council about: <input type="checkbox"/> Seek information from the Council about: <input type="checkbox"/> Seek a recommendation from the Council that:
Describe what is the purpose of the presentation

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Background information to support your deputation
Please make a brief statement about your organisation and project and summarise its history and purpose.
Describe issues or consequences relevant to the presentation
Describe financial or timing matters relevant to the presentation
Provide any communication materials intended to support the presentation (<i>attach copies where possible</i>)

Declaration of applicant
I respect the MacDonnell Regional Council and its supporting processes and accept that I must confirm my attendance by email to governance@macdonnell.nt.gov.au at least one week prior to the meeting
Signed _____ Date _____

MacDonnell Regional Council President to complete
I approve / do not approve (strike out which doesn't apply) this Deputation Request
Name _____
Signed _____ Date _____