REGISTRATION FORM FOR DELEGATIONS TO ADDRESS
THE SEAPARC COMMISSION

- The Commission may, by majority vote, allow a delegation to address the meeting on the **subject of an agenda item**.
- Each delegation is required to complete this form and submit it to SEAPARC by 4:30 pm not less than two calendar days prior to the meeting.
- If you miss this deadline, you may still submit this form; however, such requests will require unanimous approval.
- Each address shall be limited to four minutes unless a longer period is agreed to by unanimous vote.
- Any PowerPoint or video presentation which accompanies a delegation's speech must be provided to SEAPARC in its electronic form at least 24 hours in advance of the meeting.
- Rules governing delegations are outlined in Section 13 of the Capital Regional District Board Procedures Bylaw 3828.

Submit form to SEAPARC - Fax: (250) 656-3360, Email: seaparc@crd.bc.ca
Or
In person to the SEAPARC Recreation Centre at 2168 Phillips Road, Sooke, BC

I wish to address the SEAPARC Commission:

AT THE MEETING OF _____ , 20____

ON AGENDA ITEM _____

NAME _____

ADDRESS (optional) or AREA/MUNICIPALITY YOU RESIDE IN _____

I REPRESENT _____
(Name of Organization if Applicable)

AS _____
(Capacity/Office)

TELEPHONE _____ **EMAIL** _____

My reason(s) for appearing is (are) and the substance of my presentation is as follows:

(If more space is required, please attach an additional page to this form.)

☐ I will have a PowerPoint or video presentation and will submit it at least 24 hours in advance of the meeting.
☐ I will provide 12 copies of any handout materials I might bring to the meeting.

*Please note personal information contained on this form is collected under the authority of the *Local Government Act* and is subject to the *Freedom of Information and Protection of Privacy Act*. The personal information will be used for contact purposes only. Enquiries about the use of information in this form can be directed to the Freedom of Information and Protection of Privacy contact: Manager, Information Services at 250-360-3639.

Signature: _____ *Date:* _____

SEAPARC Recreation Centre, 2168 Phillips Road, Sooke, BC, V9Z
1H4 www.seaparc.ca