

Subject: **Delegation Form: DBIA Member/ Public**



Document No: **DBIA-FORM-007**
Book: **FORMS MANUAL**

If you are interested in appearing at a DBIA board meeting, please apply to be a registered delegation. When your delegation request has been received, you will be notified by a staff member of your presentation's time and date. There is a limit of three delegations per meeting and a time limit of 10 minutes per delegation. Groups speaking as a delegation are encouraged to select one spokesperson. These forms should be submitted at least 7 business days prior to the scheduled DBIA Board Meeting either to the DBIA office in person or via email to dbia@downtowntrenton.ca with the Subject Line: 'Requests.' The Board Members will review the form and address the case at the next scheduled Board meeting.

Date: (Month/Day/Year) _____

Name: _____

Business Name: _____

Email: _____

Phone Number: _____

The Topic I would like discussed at the next Board Meeting is _____

My suggestion will help _____
