TOWN OF CLAREMONT
Est 1898

COMMUNITY SUBMISSIONS

Town of Claremont Standing Orders provide an opportunity for the public to make submissions at Ordinary Council Meetings.

With the consent of the Mayor, the public may speak on any matter on the meeting agenda. To ensure an equal and fair opportunity is provided to address Council, a period of five (5) minutes per speaker will be allocated.

Community Submissions:

- Submissions are to be put to the Mayor.
- Notice to speak must be provided in writing to the Chief Executive Officer no later than 12:00pm on the day of the meeting;
- The submission must be put prior to a decision being made on the matter by Council.

NAME *(Please Print)* _____

ADDRESS_____

DATE _____

SIGNATURE _____

CONTACT NUMBER_____

ORDINARY COUNCIL MEETING DATE_____

I wish to speak on Item No _____ on page _____ of the Agenda:

MY SUBMISSION IS: *(Please provide a legible, clear and concise outline of your submission below or attach a copy in full to this form).*

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_____*Please use reverse side if required.*