

## Legislative Services City Clerk

## **Announcement Request**

For Office Use Only: Meeting Name: Meeting Date:

Please complete this form for your request to make an Announcement at a future Council Meeting. An announcement can relate to an event of interest to the general public. Your request must include the name of the Member of Council sponsoring the Announcement. Once this completed form is received by the City Clerk's Office, you will be contacted to confirm your placement on the appropriate agenda. **Announcements are limited two (2) minutes at the meeting.** 

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Attention: City Clerk's Office, City of Brampton, 2 Wellington Street West, Brampton ON L6Y 4R2			
	soffice@brampton.ca Telephone: (905) 874-2100 Fax: (905) 874-2119		
	ity Council	<ul><li>Planning and Development Committee</li><li>Other Committee:</li></ul>	
Attendance: In-persor	n 🔲 Remote		
Meeting Date Requested: April 17, 2024			
Name of Individual(s):	Alison Canning		
	Executive Director		
Position/Title:			
Onnenia eti en IDene en	Let's Get Together		
Organization/Person being represented:	Lot of Got Together		
Full Address for Contact		Talambana	
Full Address for Contact	-	Telephone:	
		Email:	alison@letsgettogether.ca
Earth Day			
Event or Subject Name/Title/			
Date/Time/Location:			
Announcement for Earth Day and E-waste Collections  Additional			
Information:			
Name of Member of	Councillor Santos		
Council Sponsoring	Councillor Caritos		
A formal presentation will accompany my Announcement: Yes No			
Presentation format:   ✓ PowerPoint File (.ppt)   Adobe File or equivalent (.pdf)			
	Picture File (.jpg) Video File		
Additional printed information/materials will be distributed with my Announcement: ☐Yes ☑No ☐Attached			
Note: Persons are requested to provide to the City Clerk's Office well in advance of the meeting date:			
(i) all background material and/or presentations for publication with the meeting agenda and /or distribution at the meeting, and			
(ii) the electronic file of the presentation to ensure compatibility with corporate equipment.  Submit by Email			
Once this completed form is received by the City Clerk's Office, you will be contacted to confirm your placement on the appropriate meeting agenda.			

Personal information on this form is collected under authority of the Municipal Act, SO 2001, c.25 and/or the Planning Act, R.S.O. 1990, c.P.13 and will be used in the preparation of the applicable council/committee agenda and will be attached to the agenda and publicly available at the meeting and on the City's website. Questions about the collection of personal information should be directed to the City Clerk's Office, 2 Wellington Street West, Brampton, Ontario, L6Y 4R2, tel. 905-874-2100, email:cityclerksoffice@brampton.ca.