



## 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.**

Attention: City Clerk's Office, City of Brampton, 2 Wellington Street West, Brampton ON L6Y 4R2

Email: [cityclerksoffice@brampton.ca](mailto:cityclerksoffice@brampton.ca) Telephone: (905) 874-2100 Fax: (905) 874-2119

Meeting: ☒ City Council ☐ Planning and Development Committee  
☐ Committee of Council ☐ Other Committee:

Meeting Date Requested: Wed. April 5, 2023

Name of Individual(s): Carmen Spada, Joe Asensio

Position/Title: Artistic Director, Executive Director

Organization/Person  
being represented: B-Jazzed

Full Address for Contact:

Telephone:

Email:

carmen@b-jazzed.ca

Event or Subject  
Name/Title/  
Date/Time/Location:

World of Jazz Festival, recognized by Festivals & Events Ontario as one of the Top 100 Festivals in Ontario in 2022.

Additional  
Information:

Name of Member of  
Council Sponsoring  
this Announcement:

Mayor Patrick Brown

A formal presentation will accompany my Announcement: ☐ Yes ☒ No

Presentation format: ☐ PowerPoint File (.ppt) ☐ Adobe File or equivalent (.pdf)  
☐ Picture File (.jpg) ☐ Video File (.avi, .mpg)

☐ Other:

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) 25 copies of 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**

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