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## DELEGATION REQUEST FORM

Please fill out and return to the Executive Assistant by 4:30 PM on the Tuesday preceding the meeting you wish to speak at.

Email: [marissa.grondin@rvca.ca](mailto:marissa.grondin@rvca.ca)  
Tel: 613-692-3571 or 1-800-267-3504 ext. 1177  
Fax: 613-692-0831

Date of meeting you wish to speak at: \_\_\_\_\_

Name of Organization/Person: \_\_\_\_\_

Name of Speaker(s): \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Agenda Item or Topic: \_\_\_\_\_

Is there a specific request that the Rideau Valley Conservation Authority Board of Directors will be asked to consider? If yes, please provide the request.

\_\_\_\_\_

**\*\*\*Please read the Delegation Information Sheet\*\*\***

*If there is further information to be presented to the RVCA Board of Directors, please attach it to this sheet. Please note that this form and any information provided may be attached to the Agenda and circulated publicly (unless otherwise requested).*

**FOR OFFICE USE ONLY**

Date Delegation Request Received \_\_\_\_\_ Accepted by: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Proudly working in partnership  
with our 18 watershed municipalities**

Athens, Augusta, Beckwith, Central Frontenac, Clarence-Rockland,  
Drummond/North Elmsley, Elizabethtown-Kitley, Merrickville-Wolford, Montague,  
North Dundas, North Grenville, Ottawa, Perth, Rideau Lakes, Smiths Falls, South Frontenac, Tay Valley, Westport