



# CENTRAL DESERT REGIONAL COUNCIL

two ways :: one outcome

## Request to make a Deputation to a Local Authority

Dear Chair of the <insert community name> \_\_\_\_\_ Local Authority,

I am requesting your permission to make a deputation to the <insert community name>  
\_\_\_\_\_ Local Authority on <insert date> \_\_\_\_\_.

I would like to <please complete relevant box>

Hear the Local Authority's views about

Ask the Local Authority to

Give the Local Authority information about

Other

I understand that I need to keep my deputation brief (5 minutes), use plain English language or an interpreter and use pictures wherever possible.

Name:.....

Organisation: .....

Contact details: .....

.....

Signed: .....

Date\*: .....

\* It is Council policy that requests for deputations must be made **in writing, two weeks before a Local Authority meeting**

Local Authority Chair to complete:

I **approve/do not approve** the request to make a deputation (cross out what doesn't apply)

Signed:

Date: