



Regional District of Okanagan-Similkameen REQUEST TO APPEAR AS A DELEGATION

Preferred Meeting Date:

Name(s) of person(s) making presentation:

What organization are you representing (if any):

Contact information:

Phone: _____ **Email:**

Details of Presentation:

Will you be presenting a PowerPoint presentation? Yes ___ No ___

Note: If yes, you are required to bring your presentation on a memory stick/flash drive on the day of the meeting (memory stick will be returned to you).

Any materials provided will be linked into the minutes and form part of the public documents.

Will you be providing handouts (24 copies required)? Yes ___ No ___

Desired action of the Board/Committee:

Are you seeking funding from the RDOS? Yes ___ No ___

With whom (if anyone) have you been in contact at the Regional District regarding this matter?

Further information:

- Your request will be reviewed by the Corporate Officer and Board Chair, and you will be notified as to how your request will proceed. Submission of your request does not constitute approval to appear.
- Please be aware that meeting day schedules and agendas are set well in advance of the meeting day. As well, the Board Chair may limit the number of delegations to be heard at any particular meeting.
- Presentations are usually limited to 10 minutes. Directors may wish to ask questions of the presenters. This is in addition to the 10 minutes allotted.
- If the presenter has further information to distribute to Board members after the meeting, please do so through the Corporate Officer (250-492-0237) or corporateofficer@rdos.bc.ca). She will ensure that the information is distributed to all Board members.
- Please refer to our [Board and Committee Delegation Policy](#) for further information.