

**Request Form to Present to  
The Niagara Parks Commission Board Meeting**  
*(Please Print)*



Date of Request: \_\_\_\_\_

Name of Individual: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

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

\_\_\_\_\_

Contact Number(s): \_\_\_\_\_

E-mail: \_\_\_\_\_

Subject of Presentation: \_\_\_\_\_

In accordance with The Niagara Parks Commission [Meeting Guidelines](#), a written brief outlining the subject matter and intent of the presentation shall be provided to the Chair at the time of the request to appear. This brief may form part of the official record of the proceedings and therefore will be considered to be a public document.

Enter brief here:

Requests to make a presentation to the Commission are to be received by the Chair at least ten (10) days before the date and time of the regular Commission meeting, in order to be included on the Agenda. No more than two (2) presentations will be heard at any meeting of the Commission.

**A staff member will be in contact with you regarding your request.**

*Personal information collected on this form is authorized under By-law No. 1 of The Niagara Parks Commission in accordance with Section 4.(o) of The Niagara Parks Act for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before the Commission. Questions about its collection can be directed to the FIPPA Coordinator, The Niagara Parks Commission, P.O. Box 150, Niagara Falls, Ontario, L2E 6T2 (905) 356-2241 ext.202.*