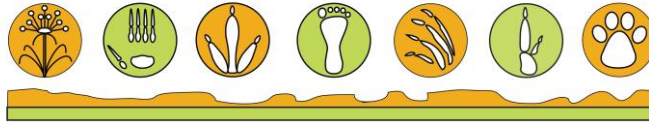


# BARKLY REGIONAL COUNCIL



## **Request to make a Presentation**

*(Request must be made in writing 9 weekdays before a meeting)*

Please email completed form to: [governance@barkly.nt.gov.au](mailto:governance@barkly.nt.gov.au)

Dear CEO,

I am requesting your permission to make a presentation to the

on:

(meeting name)

*The purpose is to provide the meeting with information about:*

*Speaking points that BRC will insert into the minutes as a record of your presentation/report:*

*Members welcome contributions from outside agencies. We ask visitors to keep presentations to no longer than 10 minutes including questions. \* Presentations are not minuted by BRC staff.*

Name (Requestor): .....Name (Presenter): .....  
(if different from requestor)

Organisation: .....

Contact details: .....

Presentation to be:

Signed: .....

Date: .....

CEO to complete:

I approve  do not approve  the request to make a presentation

Signed: .....

Date: .....