



### MAKING A PRESENTATION TO VICTORIA CITY COUNCIL

Complete and submit your request to address Council to Legislative Services by 11:00 a.m. on the Wednesday the day before the scheduled meeting. To ensure the Council receives your submission with their full agenda package, please submit it by 4:30 p.m. on the Monday two weeks before the Council meeting. Requests received after this time will be added to the Amended Agenda produced the Wednesday immediately prior to the Council meeting.

Presentations are a maximum of five (5) minutes in duration.

Name: BART REED Date: MAR 8, 2016

Address: 310 KING GEORGE TCE

I wish to appear at the following Council meeting: MAR 10, 2016

I represent: COOK ST VILLAGE BUSINESS ASSOC

(Name of organization, if applicable)

Topic: BIKE LANES

Action you wish Council to take: \_\_\_\_\_

Are you providing any supporting documentation (a letter or a PowerPoint presentation)?

Yes ☐ 10mb limit\*

No ☒

If you are providing supporting documentation the documentation **must** accompany this request or your letter. Placement on the agenda cannot be confirmed until supporting documentation has been received. Handouts will not be distributed at the meeting.

\*If presentation is larger, please bring into the Council Secretary on a thumb drive to allow downloading.

Alternatively supporting documentation may be emailed to: [councilsecretary@victoria.ca](mailto:councilsecretary@victoria.ca)

**Please note** that all presentations are held at a public meeting, therefore, the first page of this form, along with the supporting documentation is added to the agenda, which is made available to the public and posted on the City of Victoria's website. The second page of this form, containing your contact information, does not form part of the agenda, but may be released pursuant to the provisions of the *Freedom of Information and Protection of Privacy Act*.

Please complete both sides of the form and submit to:

Council Secretary  
Legislative Services Department  
City of Victoria  
1 Centennial Square  
Victoria, BC V8W 1P6  
T 250.361.0571  
F 250.361.0348  
Email: [councilsecretary@victoria.ca](mailto:councilsecretary@victoria.ca)