



NOTICE TO COMMUNITY MEMBERS:

Procedure for Getting on Council/Committee Agenda

Submit a request in writing to the reception desk at the Six Nations Council Administration Building. Please write "attention to **the Council Secretary**" on your request.

Clearly state your purpose for being on a Council agenda and what outcome/decision is anticipated from presenting to Council/Committee.

In your request letter, be clear and present as many details as possible so that Councillors can be as prepared as possible for your visit and/or request.

Also, please include contact information so that you can be informed of the date and time of the Council **or Committee** meeting where your issue will be discussed.

The **Deadline** for Council agenda items is the **Wednesday at NOON** prior to the next week's Council or Committee meetings.

