Meeting Investigation Request Form

Please complete this application and file with the Municipal Clerk's Department, 40 Temperance Street, Bowmanville, ON L1C 3A6, by email to clerks@clarington.net, or by fax to 905-623-6506.

Applicant			
Name	Email		Telephone
Address	City	Province	Postal Code

Meeting Details

Meeting of
☐ Council ☐ General Government ☐ Planning and Development ☐ Other

Date	Agenda Item

Comments / Details (Please provide a detailed description of your reasons for requesting that a meeting investigation be undertaken):

Personal information contained on this form is collected under the authority of the *Municipal Act, S.O. 2001, c.25*, and shall be used for the purpose of processing requests for investigations of meetings conducted under the authority of the *Municipal Act*. Questions about this collection shall be directed to the Municipal Clerk, Municipality of Clarington, 40 Temperance Street, Bowmanville, ON L1C 3A6, 905-623-3379.

Signature	Date

Office Use Only – Tracking

☐ Package Assembled (including)

- ☐ Original Request
- ☐ Certified Copy of Notice of Meeting
- ☐ Certified Copy of Meeting Minutes
- ☐ Further documentation
- ☐ Certified Copy of Procedural By-law
- ☐ Certified Copy of Meeting Agenda
- ☐ List of all members

☐ Package Forwarded to LAS	Date
☐ Findings Report Received	Date
☐ Clerk's Report to GG Committee	Date