



# Application to Address Council

**Mail to:** Brisbane City Council  
GPO Box 1434  
BRISBANE QLD 4001

For more information regarding this application contact the Council and Committee Liaison Office on **(07) 3403 8888**.

**Email to:** councilandcommittees@brisbane.qld.gov.au  
**in person** at Brisbane City Council's Customer Centres

Mr      Mrs      Miss      Ms      Other

**Preferred name**

**Address** *Include Number, Street or Road and Suburb.*

Postcode

**Daytime phone number**

**Email address**

**Requested Council meeting date**

**Subject** *Please provide all relevant details*

**Are you representing an organisation?**

*If applicable please provide name and website.*

**Why is this a matter of public interest and relevant to Council?**

Raise awareness / Provide information

Request Council action

Other:

**Do you require an Auslan interpreter?**      Yes      No

**Do you rely on a mobility aid?** e.g. wheelchair, walking frame?

Yes      No      If yes, please specify:

## Important Information

Council receives a high number of applications to address Council and not all applications or dates can be accommodated.

The Chair of Council may determine that your matter is appropriately managed through a more suitable pathway and Council may contact you to discuss.

If your request is approved, the Council and Committee Liaison Office will advise you as soon as possible with an available speaking date and relevant protocols.

## Eligibility and Suitability

Applications may be declined or redirected where the subject is an individual or private dispute, an operational service request, a matter already considered by Council, a regulatory or statutory process or contain defamatory, offensive or irrelevant material.

My request relates to a matter of public interest, falls within Council's responsibility and is appropriate to address all Councillors.

## Privacy and Public Recording Notice

Council meetings are livestreamed, recorded and transcribed for inclusion in the Council minutes. The minutes and recording are published on Council's website at [brisbane.qld.gov.au](http://brisbane.qld.gov.au)

I understand and acknowledge by submitting this form, my **name and the content of my address will be published** as part of Council's minutes and recording

## Declaration

Should my application be approved, I understand and acknowledge:

1. My address must not exceed **5 minutes**.
2. That **no debate**, interjections or points of order are permitted.
3. I must follow the **direction of the Chair of Council**.
4. The Lord Mayor or the Civic Cabinet Chair of the relevant Standing Committee may respond at their discretion.

If no response is given on the day, a written reply will be provided as soon as is convenient if warranted.

5. That it is not practicable to be given a precise time at which I may speak except that it would most likely be between 1pm to 2.30pm on the notified day.

Signature

Date