



Request to Speak to the Committee of Adjustment

If you wish to speak to the Committee of Adjustment on an application, please complete this form and email to cofa@vaughan.ca by noon on the last business day prior to the hearing.

Application File Number (you wish to speak on):	
First Name:	
Last Name:	
Address:	
Postal Code:	
Email Address:	
Phone Number: *Provide a phone number that you will have access to during the hearing.	
How will you be participating? * If you are attending in-person, a link to the electronic meeting will NOT be provided.	I will be attending the meeting remotely, please send a meeting invite to the email address provided above. I will be attending the meeting in person.
Please provide a summary of your comments on the application. *In the event that you are disconnected from the hearing this information will be provided to the Committee for consideration and will form part of the public record. If you require additional space to provide your comments, you can provide under separate cover and email to cofa@vaughan.ca	
Will you be conducting a presentation to the Committee? *Staff require your presentation in advance to set up the hearing.	<div style="display: flex; justify-content: space-around;"> Yes No </div> <p>If yes, you must email a copy of the presentation in PDF to cofa@vaughan.ca. The deadline to submit a presentation is noon on the last business day prior to the hearing.</p>
Please advise of any accommodation requirements you will need at the hearing:	
Participation Details:	Meeting invites will be sent by email to those participating remotely on the last business day prior to the scheduled hearing. Participants must connect to the meeting by 5:00 p.m. on the day of the hearing to register and test connection. If you do not receive a link to the hearing, please email cofa@vaughan.ca

All personal information collected because of this public meeting (including both written and oral submissions) is collected under the authority of the *Municipal Act*, the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), the *Planning Act* and all other relevant legislation, and will be used to assist in deciding on this matter. All personal information (as defined by MFIPPA), including (but not limited to) names, addresses, opinions and comments collected will become property of the City of Vaughan, will be made available for public disclosure (including being posted on the internet) and will be used to assist the Committee of Adjustment and staff to process this application.