PETITION TO COUNCIL

Please note the following guidelines:

1. A petition is a formal submission to the Council signed by many residents. Typically, a petition draws the attention of Council to a particular matter or asks the Council to consider making a particular decision.

2. The Local Government (Procedures at Meetings) Regulations 2013 (R10) provide that a petition to the Council must:
   - be legibly written or printed
   - clearly set out the request or submission of the petitioners and
   - include the name and address of each person who signed or endorsed the petition
   - be addressed to the Council and delivered to the Principal Office of the Council.

Petitions received by the Mount Barker District Council, in addition to the legislative requirements must:

   - include the name and address of the person submitting the petition (the head petitioner)
   - the purpose and reason must be on each page of the petition
   - the petition must be directed to Council either by mail, fax, attached as documents and emailed to council@mountbarker.sa.gov.au

A suggested format for petitions follows.

3. Receipt of your petition will be acknowledged. Petitions received in the correct form (as per 2 above) will be placed on the agenda for the next ordinary Council meeting in accordance with the Regulations.

4. Normal practice is that a petition is simply received (not debated). It is not necessary for you to attend the Council meeting but you are most welcome to if you wish.

5. Your request will be considered and, if so determined by Council, a further report will then be prepared for Council consideration. You will be advised by letter when this is to occur. Additionally, you are encouraged to check Council’s website www.mountbarker.sa.gov.au and go to Council Meetings for what action Council resolved to take and the date at which the further report on this matter may be considered if so determined by Council.

6. For further information please contact Sue Miller, Executive Assistant to Chief Executive Officer and Mayor, on 8391 7264 or smiller@mountbarker.sa.gov.au

   Mount Barker District Council
   PO Box 54
   MOUNT BARKER SA 5251
   council@mountbarker.sa.gov.au
   Fax 8391 7299

7. Social media petitions are to be addressed to the Head Petitioner.
To the Mount Barker District Council

We the undersigned, petition the Council to (define purpose)

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For the following reasons:

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The contact person for this petition is:

Name:

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Office Use Only

Total Signatures
Total within District
Total outside District

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For the following reasons:

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NAME | ADDRESS | SIGNATURE
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