



## **Presentation Request Template**

(Regulation 40(3) and DAP Standing Orders 2011 cl. 3.6)

**Must be submitted no less than 72 hours before a meeting.  
Late requests will be considered at the Presiding Member's discretion.**

### **Presentation request guidelines**

Persons interested in requesting to present to a DAP at a meeting must first consider:

1. Whether their concern has been adequately addressed in other submissions on the application; and
2. Whether their concern has been adequately addressed in the Responsible Authority Report.

Your request to present to the DAP will be determined by the presiding member based on individual merit and likely contribution to assist the DAP's consideration and determination of the application.

Please complete the form and email it to the DAP Secretariat: [daps@planning.wa.gov.au](mailto:daps@planning.wa.gov.au).

### **Presenters Details**

Name:

Business name (if applicable):

Contact phone number:

Contact email address:

DAP meeting date:

DAP Application number:

Number of persons wishing to address the DAP:

The presentation is for OR against the DAP application **delete unnecessary text**.

### **Brief summary of presentation**

**insert brief summary of presentation**

**attach a written document which details your presentation**

**presentations should not exceed five minutes**

### ATTACHMENT CHECKLIST

Written document containing substance of submission presenter proposes to make  
(Requirement – Standing Orders 2011, clause 3.6.2)

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### **DAP Secretariat use only**

Presiding Member of **insert DAP**:

APPROVES the request OR REFUSES the request **delete unnecessary text**

If refused – detail the reason:

**insert reason**