

# Council Meeting

## Registration attendance form



In accordance with Rule 52 of Council's Governance Rules, where Council meetings are held in Council buildings, conditions of entry may apply to ensure community safety. The conditions include sign in requirements and proof of identification.

This form must be completed prior to entry into the Council meeting. Proof of identification will be required to confirm the details provided in this form.

**Admittance to the Council meeting will not be granted if you do not adhere to the above requirements.**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date of Council Meeting \_\_\_\_\_

Declaration:

- The details I have provided in this form are accurate and complete
- I understand that I am required to bring valid identification in order to be admitted entry to this meeting

**Please note that admittance to the meeting will also be subject to capacity limitations in the gallery.**

*Note: The City of Kingston is committed to protecting your privacy. The information contained in this form is collected by the City of Kingston in order to register for attendance for Council meetings held in Council buildings. Your personal information will not be disclosed to any other external party without your consent, unless required or authorised by law. If you wish to alter any of the personal information you have supplied to the City of Kingston, please contact Council via telephone 1300 653 356 or email [info@kingston.vic.gov.au](mailto:info@kingston.vic.gov.au). A full copy of our [Privacy Policy](#) may be obtained from the Kingston website or from one of our Customer Service Centres and Libraries.*

TRIM: 23/286448

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