**Date: **

**Name: **

**Email: **

**Contact Number: **

**(Please ensure you complete all the above contact details so we can correspond with you).**

**Agenda Item:**

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**Please provide brief details of why you want this item discussed:**

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**Outcomes you are seeking:**

****

**Please submit this item for discussion to the P&C Secretary (via email) or leave at the office for the P&C Pigeon Hole.**

**Due to the meeting agenda needing to be published seven days prior to a meeting, we request that all forms are submitted at least ten days prior to the scheduled meeting date. This will allow adequate time for your request to be processed. We encourage you to attend the P & C meeting where your agenda item will be discussed.**

**P & C Email: eleebanapandc1@gmail.com**