



**CARCROSS/TAGISH
FIRST NATION**

**Governance Department
BOX 130, Carcross, YT, Y0B 1B0
PHONE (867) 821-4251, FAX (867) 821-4802**

- Fill out this Side -

Request to Present to Executive Council:

Date: _____(yyyy/mm/dd)

Name _____ Organization _____

Contact Information Phone _____ Email _____

Case Type: Presentation Decision Request Appeal Departmental Update
 Other: _____

Information on the item you wish to discuss (if you require more space, please provide attachments)

Issue: _____

Background: _____

Attachments: 1. _____
 2. _____
 3. _____
 4. _____

Have you discussed this issue with a CTFN staff member:

No Yes

If yes, name & position _____

Date: _____(yyyy/mm/dd)

Date you wish to Present: _____(yyyy/mm/dd)

Time required _____ (minutes)

Submit this form to the CTFN Governance Office

☐ **This Side for Internal Use Only -**

Governance Office Intake:

Date received: _____(yyyy/mm/dd)

Accepted by EC: No Yes

Date: _____(yyyy/mm/dd)

Referred to Department: Capacity Development Governance Wellness
 Infrastructure & Finance Heritage, Lands & Natural Resources

Briefing Note Requested: No Yes From: (name & position)_____

Notes:

Senior Government Official (print): _____ Initials: _____

Kha Shade Heni or Deputy KSH (print): _____ Initials: _____

ORIGINAL FILED BY GOVERNANCE

Follow up:

Resolution Number : _____

Referred to Department: Capacity Development Governance Wellness
 Infrastructure & Finance Heritage, Lands & Natural Resources

Report back required: No Yes From: (name & position)_____

Correspondence required: No Yes From: (name & position)_____

Details:

