

# Application for Appointment to Committees and Boards Form

Please complete all sections below to be considered for appointment to the City's Boards/Committees.

[Click here for a printer-friendly version of the Appointment to Committees and Boards Form.](#)

**Application for appointment to:(Name of Committee / Board) \***

**First Name \***

**Last Name \***

**Address \***

**Postal Code \***

**Home Phone \***

**Business Phone**

**Email \***

**Please indicate how you heard about this opportunity. \***

**Are you a resident of Richmond Hill? \***

Yes

No

**Are you a Richmond Hill tenant or property owner? \***

Yes

No

**Are you a Canadian Citizen or Permanent Resident? \***

Yes

No

**Are you 18 years of age or older? \***

Yes

No

**Are you employed by the City of Richmond Hill? \***

Yes

No

**Are you employed by the Richmond Hill Public Library?**

Yes

No

**Do you own or operate a business in Richmond Hill, or are you a member of a local business community organization such as the Business Improvement Area or Chamber of Commerce?**

Yes

No

**Why are you interested in serving on this committee/board? \***

**Describe your work experience \***

**Describe your education, credentials, and/or professional skills. \***

**Describe any previous experience serving on a municipal board/committee or a similar body. \***

**Describe your volunteer and community involvement experience. \***

**Explain why your appointment would benefit this committee/board and the residents of Richmond Hill. \***

**Upload your resume/supplementary documents (max file limit 2MB).**

Questions regarding citizen appointments should be directed to Carly Connolly, Legislative Services Assistant, at 905-747-6578. Please visit Access Richmond Hill on the ground floor of the municipal office and ask to speak to a Clerk's Office representative in order to submit your form in-person. You may also mail, email, or fax the form.

Mail or in Person:

225 East Beaver Creek Road  
Richmond Hill, ON L4B 3P4  
Business Hours: 8:30 a.m. – 4:30 p.m.

Email: [clerks@richmondhill.ca](mailto:clerks@richmondhill.ca)  
Fax: 905-771-2502

Thank you for your interest in joining the City of Richmond Hill's Board/Committees of Council. Appointments will be decided by Richmond Hill Council and all applicants will be notified.

The City of Richmond Hill is committed to inclusive, barrier-free recruitment and selection processes. If contacted to participate in the recruitment and selection process, please advise the City Clerk's Office if you require an accommodation.

### **Notice of Collection**

The personal information on this form is collected under the authority of the Municipal Act 2001, S.O. 2001, c. 25. The information will be used for the purposes of assessing applications and eligibility to serve on City of Richmond Hill's Boards and/or Committees. Questions about this collection can be directed to the Director, Legislative Services/City Clerk, 225 East Beaver Creek Road, Richmond Hill, Ontario L4B 3P4 (905)771-8800.

If you require any additional information about the appointment process or if you have any questions they should be directed to the Office of the City Clerk, at 905-771-8800.

# Thank You

Your submission has been received and a confirmation email has been sent to the email you provided.