Tk̓emlúps te Secwépemc
Kúkwpi7 (Chief) request form

To obtain time with Kúkwpi7 Rosanne Casimir, please complete this form in full detail and emailed to shriya.chandna@ttes.ca. Please note, incomplete forms will not be considered.

Today's Date:		**Submitted by**:	
Company:		**Event**:	
Contact Email:		**Contact Cell**:	

Type of Event: (*click to check relevant boxes below*)

☐ **Filming**	☐ Recorded	☐ Live		
☐ **Interview**	☐ Phone	☐ Live	☐ Written	☐ Quote
☐ **Keynote**	☐ In Person	☐ Virtual		
☐ **Media Release**	☐ Recorded	☐ Written		
☐ **Meeting**	☐ In Person	☐ Virtual		
☐ **Welcome address**	☐ Written	☐ Recorded	☐ In Person	☐ In Person with podium
☐ **Other**	Explain:			
☐ **Agenda attached**	Background:			
☐ **Bio / Photo**	Please supply the required date:			

Date of event:		**Time of Event**:	
Length of event:		**Location of event**: (venue & address)	
Time of Kúkwpi7 appearance:		**Length of appearance**:	
Expected attendance #'s:		**Special duties**:	
Date to be aired / published:		**Date copy will be forwarded to Kúkwpi7**:	

Level of Urgency: ☐ **High** (05-days) ☐ **Medium** (10-days) ☐ **Low** ☐ **Deadline date**: (20-days)

Background information including possible sample questions / speaking notes of topic (please provide as much information as possible including links, websites, etc.):

If Kúkwpi7 is unavailable, would you like a Council Member?	☐ Yes	☐ No

At the request of the Kúkwpi7, please provide a copy of any videos, meeting notes, links, etc. upon the completion of the above-said event.

All Kúkwpi7 requests to be sent to Shriya Chandna at shriya.chandna@ttes.ca

Approved by Kúkwpi7 to participate:	☐ Yes	☐ No