



APPLICATION TO REQUEST PROCLAMATION

Requests for City of Vancouver Proclamations should be submitted two weeks prior to the requested City Council meeting date, or if it is to be mailed, two weeks before the scheduled event/activity. City Council meets every Monday (1st and 3rd Monday at 7:00 p.m. and 2nd and 4th Monday at 6:00 p.m.)

TOPIC OF PROCLAMATION (EVENT, PERSON BEING RECOGNIZED, CAUSE):

PURPOSE OF PROCLAMATION:

RECOGNIZE COMMUNITY MEMBER(S) OR ORGANIZATION

ASK FOR COMMUNITY SUPPORT FOR LOCAL CAUSE

ANNOUNCE LOCAL EVENT

INDIVIDUAL, AGENCY, OR ORGANIZATION SPONSORING THE PROCLAMATION:

INDIVIDUAL OR REPRESENTATIVE ATTENDING THE COUNCIL MEETING TO RECEIVE THE PROCLAMATION: (include job title or position, phone number)

CITY COUNCIL MEETING DATE REQUESTED:

Sample

REQUESTED BY:

Name _____ Address _____

Phone E-mail Address _____

Attach a draft copy of your one-page proclamation to this application and return to: City Council Secretary, Vancouver City Hall, 210 East 13th Street, Vancouver, WA 98660 OR e-mail to mary.white@ci.vancouver.wa.us

For Office Use Only:

Date Request Received _____

Approved _____ Not Approved _____ Applicant Notified _____

Date Proclaimed _____