



Dewey Bartlett Jr.
MAYOR

Proclamation/Letter of Congratulations Application Form

Contact: _____

Phone No.: _____

Email: _____

Name of event (specific title of proclamation): _____

Date of event: _____

Purpose of event: _____

Draft Language for Proclamation/Letter (include approx. 4 bullet points). Also please include back-up information regarding your request _____

Date to be picked up: _____

Please return this completed form to the address below.

Request for Mayor to Present/Attend:	Yes ____	No _____
Event Date/Time:	_____	