



**REQUEST TO ISSUE
CITY OF SEQUIM PROCLAMATION,
CERTIFICATE OF APPRECIATION
OR RECOGNITION**

Requests for City Proclamations, Certificates of Appreciation or Recognition must be submitted at least three weeks prior to the requested Council Meeting date.

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

PURPOSE OF PROCLAMATION OR CERTIFICATE:

- Recognize Community Member(s) or Organization
- Ask for Community Support for Local Cause
- Announce Local Event

INDIVIDUAL, AGENCY, OR ORGANIZATION SPONSORING THE REQUEST: _____

DO YOU REQUEST THE DOCUMENT BE?

- Read at a City Council Meeting
- Mailed to the Address Below
- Held for Pick up at City Hall

COUNCIL MEETING DATE REQUESTED: _____

INDIVIDUAL OR REPRESENTATIVE ATTENDING COUNCIL MEETING TO RECEIVE THE DOCUMENT:

Name _____ Title _____ Phone _____

REQUESTED BY: _____

Name _____ Email _____

Address _____ Phone _____

Attach a draft copy of your one page document to this application and return to: Sequim City Clerk, City of Sequim, 152 West Cedar Street, Sequim, WA 98382 Fax: (360) 681-3448

For Office Use Only

Date Request Received: _____

Approved: _____ Not Approved: _____ Applicant Notified: _____

Council Meeting Date: _____