



APPLICATION FOR PROCLAMATION

(Please complete and submit your completed form to the Town Clerk @ clerks@richmondhill.ca at least three weeks in advance of the occasion)

Please Print

ORGANIZATION NAME: City of Richmond Hill
CONTACT NAME: Mr. ☐ Mrs. ☐ Ms. ☐ Miss ☐ Karin Ash
ADDRESS: Elgin West Community Centre, 11099 Bathurst Street
CITY/TOWN: Richmond Hill
PROVINCE: ON **POSTAL CODE:** L4C 0N2
HOME PHONE: _____ **BUSINESS PHONE:** 416-528-0086
FACSIMILE: _____ **EMAIL:** karin.ash@richmondhill.ca

PROCLAMATION REQUESTED (Name or title of proclamation):

Richmond Hill Celebrates Culture Days

DATES OF PROCLAMATION (Please check and insert dates)

☒ Day(s) September 25 to October 25, 2020 ☐ Week _____
☐ Month _____

PURPOSE OF PROCLAMATION (Please check all that apply):

☐ Civic Promotions ☐ Public Awareness Campaign ☐ Charitable Fundraising Campaign
☒ Arts and Cultural Celebration ☐ Special Honor for individual or Organization
☐ Other (please explain) _____

DESCRIPTION OF YOUR ORGANIZATION (Please include a brief description and any other relevant information related to your request. Additional information/documentation may be attached to this application):

Please see the attached event description for the 2020 community program

Has the same or a similar proclamation been requested of the Richmond Hill Council in past years?

☒ Yes (insert date of previous request) September 27-29, 2020
☐ No (new request)

You must provide the draft wording for your proclamation in order to receive an official signed proclamation from the Mayor.

The personal information on this form is collected under the authority of the Municipal Act. The information is used for the purpose of processing the application for proclamation. Questions about this collection of information can be made to the Town Clerk (905) 771-8800.

SIGNATURE: Karin Ash **DATE:** September 16, 2020

PLEASE RETURN OUR COMPLETED APPLICATION FORM TO:

Office of the Clerk
225 East Beaver Creek Road
Richmond Hill, ON L4B 3P4
clerks@richmondhill.ca; Fax 905-771-2502