

Request a Proclamation

City of Freeport proclamations are issued by the Mayor in recognition of or to create awareness of an event, milestone, or achievement. Proclamations may be issued for a day, week, or month. Proclamations are not legally binding nor do they constitute an endorsement by the Mayor. All proclamations must recognize individuals, groups, or events within the City of Freeport.

Requests for proclamations must be submitted **at least three weeks prior** to the date needed. **The Mayor's Office reserves the right to modify or deny any proclamation request.**

Please complete the form below:

Proclamation Subject:

Requested Date for Proclamation; day/week/month:

Individual /Group/Organization Being Recognized/Honored:

Please provide information and the proposed language you would like included in the proclamation. Please note this will be subject to mayoral review and modification.

Proclamation Needed By:

Name of individual making the request:

Phone _____ Email _____

Please let us know your requested delivery method:

- Presented at City Council meeting
- Presented at event
- Emailed
- Pick Up at City Hall

This form should be submitted to:

City Hall, Attn: Mayor Miller, 314 W. Stephenson St., Freeport, IL 61032

or via email to: jmiller@cityoffreeport.org

