



**CITY OF BEEVILLE**  
**OFFICE OF THE CITY SECRETARY**  
400 N. WASHINGTON STREET  
BEEVILLE, TEXAS 78102  
361-358-4641

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**REQUEST FOR PROCLAMATION OR RECOGNITION**

Requestor First Name: \_\_\_\_\_ Requestor Last Name: \_\_\_\_\_

Requestor Phone Number: \_\_\_\_\_

Requestor Email: \_\_\_\_\_

Organization: \_\_\_\_\_

Full Street Address: \_\_\_\_\_

**Type of Recognition:** Proclamation  Recognition  Letter from the Mayor

**Recognition Category:**

Citizen Achievement

Special Events/Days

Non-Profit Achievement

Community Achievement

Non-Profit Service Group

National/International Event (In-City Sponsor Req'd)

Occasion of Importance/Significance

Business Anniversary (50 years or greater)

Increase Public Awareness

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Name of Proclamation: \_\_\_\_\_

Date of Proclamation: \_\_\_\_\_ Date Proclamation is Needed: \_\_\_\_\_

Purpose of Proclamation: \_\_\_\_\_

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Please describe the purpose the proclamation is to serve, or the message that you would like to convey. Provide enough information to make 4 points. You may add additional pages if needed.

Reissue Request from Previous Year(s)? Yes  No

Will you be submitting the proclamation to any publication(s)? Yes  No

**Please note:**

Certificates or other forms of recognition may be considered for issuance when a proclamation is deemed to not be the appropriate form of recognition. Requests must be submitted fourteen (14) business days prior to the date needed.

City Secretary Staff: \_\_\_\_\_

\*Incomplete requests will not be processed.