



CITY OF ROCK HILL

## PROCLAMATION REQUEST FORM

Proclamations are discretionary public announcements directing positive attention to a local resident, organization, or event. The Mayor, without formal action of the Board of Aldermen, may approve and issue proclamations. **Requests for proclamations should be submitted at least two weeks in advance** and include pertinent information about your organization to include in the proclamation.

Date of request

Date of event

Time of event

Location of event

Requestor Name

Organization

Address

City

State

Zip

Email

Phone

Notification preference for when the proclamation is ready for pick up

Email

Phone

Request presentation by Mayor or Council Member?

Yes

No

Event Specifics / Request Details

You may also submit requests to:

City of Rock Hill  
Attn: City Clerk  
827 N. Rock Hill Rd. Rock Hill, MO 63119  
phone: 314-968-1410 | fax: 314-968-4843  
aperrin@rockhillmo.net