POLICY NO.: 0630.00.001

POLICY: PROCLAMATIONS

- (a) Routine requests for Proclamations may be approved by the Mayor at his discretion.
- (b) Proclamations in conjunction with requests for financial assistance shall be referred to the Finance Committee for determination of eligibility pursuant to the District's Grant-in-Aid Policy.
- (c) All approved Proclamations shall be prominently posted in the Municipal Hall for the duration of the event and a copy forwarded to the proponents. External advertising or promotion of the event shall be at the expense of the proponents.
- (d) Notwithstanding (c) above, local government proclamations requiring funds for promotion (ie: Local Government Awareness Week, Fire Prevention Week, etc.) shall be appropriated by the applicable department through the annual budget process.

Resolution No.: N/A CERTIFIED CORRECT:

George H. Sawada

Date: February 15th, 1993 Clerk-Administrator

policy\proc