

City of Rome, NY Proclamation Request

The Office of the Mayor welcomes the opportunity to honor individuals or organizations whose achievements focus on civic, humanitarian, or charitable contributions that have made a significant impact on the quality of life in the City of Rome.

Proclamations are honorary, non-legally binding documents. Requests concerning divisive political issues, personal conviction, preference to specific ideology/religion, commercial advertisement, and any issue contrary to the values of the City of Rome may be denied.

Requests should be made at least two weeks in advance. Proclamations may only be requested by residents or organizations that have representation with the City of Rome.

(*) indicates required field

Proclamation Title (Please include the name of the individual, group, organization, or cause you are requesting to recognize.) *

Proclamation Date *

Proclamation Draft (Provide draft language, information and bullet points. **Please note: All proposed language is subject to edits and revision. **) *

Supporting Documents (upload option) If you have previously received a proclamation, you may upload the most recent version here. You may also upload supporting documents (i.e. a bio or resume, a letter, etc.) that provide additional information about your request. Allowable file types: pdf, xls, xlsx.

Main Contact Name (Please identify one person that we can contact, if needed.) *

Main Contact Phone Number *

Main Contact Email *

When do you need to receive the proclamation? *

How would you like to receive the proclamation? *

Pick up at City Hall, 198 N. Washington St., Rome, NY 13440

Presented by a city official at an event

Mail – please provide mailing address
