



CITY OF LA PINE
 PO BOX 2460 LA PINE, OR 97739
 PHONE 541-536-1432 FAX 541-536-1462
 INFO@LAPINEOREGON.GOV

Application to Request a Proclamation

Requests for City Proclamations should be submitted four weeks prior to the requested Council Meeting date. The City of La Pine City Council meets the 2nd and 4th Wednesday of each month unless otherwise noted. For specific meeting dates, please visit the City Calendar on the City of La Pine website at www.lapineoregon.gov/calendar.

Topic & Purpose of Proclamation:

Individual, Agency or Organization Sponsoring the Proclamation:

Local Resident Attending Council Meeting to Receive Proclamation:

Name	Phone
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Note: There is a limit of two proclamations per City Council meeting and selection is made in the order requests are received. Please indicate an alternative meeting date for the event the preferred date is unavailable. While the City does its best to recognize citizen needs, we retain the right to decide if the proclamation will be issued or not.

Preferred City Council Meeting Date Requested: _____

Alternate City Council Meeting Date: _____

Requested By- _____

Name	Phone
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Address	Email
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Date of Request: _____

Please attach a draft copy of your one page proclamation to this application.

Return the completed form to:
 City of La Pine, PO Box 2460, La Pine, OR 97739 or via e-mail to info@lapineoregon.gov

For Official Use Only:

Date Request Received _____	
Approved _____	Not Approved _____
Applicant Notified _____	
Date Proclaimed _____	