



PROCLAMATION AND GREETING REQUESTS

1. The Mayor issues proclamations designating an honorary day to commemorate major events, conferences, and lifetime achievements. The Mayor and/or Commissioners issues Greetings for birthdays, anniversaries, retirement, special occasions, and other major award designations. The City does not issue a Proclamation and Greeting for the same event.
2. Individuals/organizations requesting a Proclamation and Greeting from the Mayor and City Commission must submit the request at least ten (10) business days in advance of the date the Proclamation/Greeting is to be picked up or mailed from the Office of the City Commission.
3. Due to the large number of requests for Proclamations and Greetings, we ask that you prepare the request using the draft language you want included in the Proclamation or Greeting (please note the attached samples). For Proclamations, WHEREAS clauses give you an opportunity to describe and highlight special attributes, accomplishments, objectives and needs. However, the Mayor and Commissioners reserve the right to modify the language appropriately.
4. We ask individuals/organizations requesting a Proclamation/Greeting to provide the date they would like included on their request. For example, if Jane Smith's 100th birthday is December 15th, 2015, the Mayor or Commissioners will use December 15th, 2015 as the date on the Greeting.
5. Please limit your space to 8-1/2" by 11" paper as shown on the examples. We may have to edit your suggested text to fit on the paper.
6. Since the Mayor and Commissioners affix their signatures to the Proclamations and Greetings, they must have the ability to edit material submitted. Should substantial changes be required, a staff member will call you on the modified changes.
7. After preparation, the appropriate staff member will contact you when it is ready to be picked up.
8. You will be asked to check the Greeting/Proclamation for accuracy when you come to the City Commission Office to pick up your request.



CITY of DAYTON, OHIO
OFFICE OF THE CITY COMMISSION
101 WEST THIRD STREET • P.O. BOX 22 • DAYTON, OHIO 45401
CITY HALL • (937) 333-3636

Date: _____

Reminder: Please provide the exact language you want included in the Proclamation or Greeting.

Contact Name: _____

Address: _____

Phone/Cell Numbers: _____ // _____

Type of Request: _____
(Proclamation/Greeting)

Name of Event: _____

Date of Event: _____

Location of Event: _____

Date Requested by: _____

Remarks:

PROCLAMATION

*From the Office of the Mayor
The City of Dayton, Ohio*

WHEREAS, we acknowledge the exemplary commitment of Mr. David Lauderdale, who, through his selfless dedication, has become a beacon of philanthropy in our community; and

WHEREAS, Mr. Lauderdale's unwavering support of the City of Dayton's United Way campaign, spanning multiple years, has significantly contributed to the well-being of children and families in the Miami Valley Region; and

WHEREAS, beyond monetary contributions, Mr. Lauderdale has generously donated his time and culinary expertise, serving meals from his food truck to bolster the United Way campaign, showcasing a remarkable spirit of community service; and

WHEREAS, the City of Dayton and its residents express profound appreciation to Mr. Lauderdale for his servant heart, embodying the values that inspire positive change and the creation of a more compassionate and interconnected community.

NOW, THEREFORE, I, Jeffrey Mims, Jr., Mayor of the City of Dayton, do hereby proclaim January 24th, 2024 as

Mr. David Lauderdale Day

in the City of Dayton.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Dayton to be affixed this 24th day of January 2024.



*Jeffrey J. Mims, Jr.
Mayor*

GREETINGS

Jeffrey J. Mims, Jr.
Mayor of the City of Dayton

extends official greetings to the

***2024 MLK Interfaith
Breakfast***

***in recognition of your continued efforts in
honoring the contributions of Dr. Martin
Luther King Jr.***

Please accept my best wishes on this special occasion

IN TESTIMONY WHEREOF, I HAVE
HEREUNTO SUBSCRIBED MY NAME
AND CAUSED THE GREAT SEAL OF THE
CITY OF DAYTON TO BE AFFIXED THIS
16th DAY OF JANUARY, TWO
THOUSAND AND TWENTY-THREE.



A handwritten signature in blue ink, reading "Jeffrey J. Mims, Jr.", is positioned above the printed name.

Jeffrey J. Mims, Jr.
Mayor