

Request a City Proclamation

What is a proclamation?

Proclamations are issued by the Office of the Mayor to provide an opportunity for the Mayor and City Commission to recognize exceptional events, groups or people. The goal of a proclamation is to recognize and celebrate the extraordinary achievements of city residents and non-profit organizations, to honor occasions of importance and significance to the residents of DeLand, and to increase public awareness of issues with the hope of improving the well-being of citizens of DeLand.

Proclamation Guidelines:

- Proclamations recognize a day or week and in some cases the month can be recognized.
- We ask that requests be submitted three weeks prior to the due date. Some groups have suggested proclamations which may be submitted for consideration.
- Any draft language submitted may be edited or revised without notice at the discretion of the Mayor's Office.
- As proclamations are within the discretion of the Mayor, some requests may not be granted.

Proclamation Information

If you prefer, you are welcome to mail the information to Suellen Pope, Executive Assistant at DeLand City Hall, 120 S. Florida Avenue, DeLand, FL 32720, email her at popes@deland.org or call her at 386-626-7107 or the Mayor at 386-851-0674 about your request. This information page is intended to facilitate this process and reduce the number of phone calls as it contains the information needed to process your request.

Required fields are marked by an asterisk (*).

*Name _____

*Phone (day) _____

Phone (evening/cell) _____

Address _____

Email Address _____

Unless advised otherwise, all contact regarding this request will be to the above listed person.

*Title of Proclamation _____

*Date(s) of Proclamation _____

