

**Information Sheet for
Certificate of Recognition or Proclamation**

Commissioner

Information needed for a Proclamation

Honoree

Contact Information

District of Honoree

Reason for Honor

Date or time period of award or honor?

Who can we contact for more information?

Information ALSO needed for a Certificate of Recognition

Other honors or awards

History of Honoree

Work or School history

Church or other community activities

Family or groups

Other information