



# WINNEBAGO COUNTY

— ILLINOIS —

## Proclamation

### Information Request Form (Non-Athletic)

*Proclamations are reserved for recognition of groups and organizations, except in cases of national-level achievement by local individuals.*

Please complete and return this form to [BoardOffice@wincoil.us](mailto:BoardOffice@wincoil.us), no less than two weeks prior to the requested proclamation date.

Contact information for the person responsible for making arrangements.

Primary contact:			
Phone Number:		Email:	

Please indicate your preference for presentation location, such as a special event, meeting, or County Board meeting? Include your event/meeting information, or refer to the County Board meeting calendar at <http://wincoil.us/departments/county-board-office/county-board-meetings/>.

Requested presentation venue ( <i>select only one</i> ):	
Requested presentation date/time:	
Is there a deadline related to this proclamation?	
Additional information:	

To assist in appropriately recognizing your organization, please provide responses to some or all of the questions below.

Name of the organization to be recognized:	
Name and title of person(s) appearing to accept the proclamation:	
What is the origin of the organization?	
What is the mission of the organization?	

How long has the organization been doing this work, specifically in Winnebago County?	
What are your organization's most proud accomplishments, awards, or other recognition?	
Who are your organization's major partners (if any)?	
What are the major community needs made by your organization?	
What are the benefits provided by your organization to the community as a whole?	
Other noteworthy information	