



**CITY OF GREEN COVE SPRINGS  
PROCLAMATION, LETTER OF HONOR,  
AND KEY TO THE CITY  
APPLICATION FORM**

Return completed form to the City Clerk's Office  
City of Green Cove Springs, 321 Walnut Street, Green Cove Springs, FL 32043

**Requestor's Name:** Green Cove Springs Elks Lodge #1892: Jennifer Parker, ER

**Requestor's Address:** 702 S. Orange Avenue, Green Cove Springs, FL. 32043

**Requestor's Telephone and Email:** (904) 891-7092; ms.jenniferparker@gmail.com

**Person/Organization to be Honored:** Junior Citizens of Our Community

**Event Title:** Elks National Youth Week

**Event Date, Time & Location:** May 2, 2025 at 6:30 PM (following dinner at 6 PM) at the  
Green Cove Springs Elks Lodge #1892 at 702 S. Orange Ave., GCS, FL 32043

**Type of Honor Requested:**

Proclamation ☒ Letter of Honor ☐ Key to the City ☐

Provide a detailed reason for the request including a list of accomplishments and how the individual/organization benefits the quality of life in the City of Green Cove Springs. For Proclamations, provide a sample Proclamation or text for the "WHEREAS" clauses (attach additional sheets, if necessary):

See attached documents with detailed reason for the request and a sample

Proclamation with the "Whereas". (Under "For Lodge Use.")

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The Offices of the Mayor and City Clerk reserve the right to use submitted facts as deemed appropriate and may request additional information when necessary.

Green Cove Springs Elks Lodge #1892  
702 S. Orange Avenue  
P.O. Box 127  
Green Cove Springs, FL 32043  
March 16, 2025

Erin West, CMC, City Clerk  
City of Green Cove Springs  
321 Walnut Street  
Green Cove Springs, FL 32043

Hello—

Please find attached a request for a Proclamation to recognize Elks National Youth Week which will be observed May 1st through May 7, 2025. Accompanying the request is the suggested wording for the Proclamation from the Elks Grand Lodge.

Our Lodge wishes to receive the Proclamation at our National Youth Week Observance on Friday, May 2 at our facility located at 702 S. Orange Avenue in Green Cove Springs. We would be honored if the Mayor could attend and read the Proclamation at the start of the event. We would also like to invite the Mayor to be our guest at dinner which starts at 6 PM and will precede the reading of the Proclamation at 6:30 PM. (We have limited parking and recommend that the Mayor arrive by 5:30 PM.)

Following the Proclamation, the Elks will be presenting the Elks JROTC Youth Award to a local NJROTC student who will be selected by their instructor for having proven themselves to be a true leader in Academic Achievement as well as Community Service Projects, and one who maintains the highest standards of performance in all fields of endeavor.

Thank you for your consideration in this matter. Please let me know if you have any questions or concerns.

Sincerely,  
Jennifer Parker

Exalted Ruler Elect 2025-2026

Cell (904) 891-7092

Ms.jenniferparker@gmail.com

Reason for the Proclamation Request:

The Benevolent and Protective Order of Elks have designated the first week of May (May 1st-7th) as Elks National Youth Week to celebrate America's Junior Citizens for their accomplishments and to give recognition of their services to the community.

The BPOE believes that young people of all ages need guidance, inspiration, and encouragement to help them develop those qualities of character essential for future leadership. BPOE programs offered throughout our nation enrich the lives of our young people and help prepare them for the duties and opportunities of citizenship.

Throughout the year, the Green Cove Springs Elks Lodge #1892 works to encourage and support our young people. Some of the programs, services, and events offered by the GCS Lodge include:

- Scholarships for local High School Students;
- Scholarships for students 9-13 to attend Summer Camp at the Florida Elks Youth Camp in Umatilla;
- Annual Hoop Shoot competition;
- Santa's Workshop in support of the City's mission to give our children a Merry Christmas;
- Annual Community Baby Shower every January to benefit new mothers in our community;
- Drug Awareness Program and Red Ribbon Week Campaign;
- Graduation and Award Luncheon for 6th grade Charles E. Bennet students each May;
- Arts & Music Day at the Lodge for ages 10-14;
- Annual Comfort Campaign to provide stuffed animals to the GCS Police Department to provide comfort to children in distress;
- Elks Read, a literacy initiative where Elk volunteers visit the local Head Start twice a month to read to our youngest citizens and provide books to them and their families;
- Summer Story time in the Park for children ages 4-9 in cooperation with the Green Cove Springs Police;
- And much more!

The Elks also donate funds in support of local Youth Programs like Clay High's NJROTC Unit, Special Olympics, Challenge Enterprises, and the Clay High Cares Boutique.

At our Elks National Youth Week observance on Friday, May 2, we would be honored and thrilled if the Mayor would be able to attend and read this Proclamation. It is our hope that this proclamation will spotlight the need in our community to help prepare our youth in every way for the responsibilities and opportunities of citizenship.

GRAND LODGE  
ACTIVITIES COMMITTEE

**MICHAEL B. BRYANT**  
Chairman



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HICKORY, NC 28603-9426  
C (828) 381-0621  
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**GRAND LODGE**  
*Benevolent and Protective*  
**ORDER OF ELKS**  
UNITED STATES OF AMERICA

# ***Suggested Youth Week Proclamation***

## **FOR LODGE USE**

*Whereas*, The Benevolent and Protective Order of Elks has designated May 1-7, as Youth Week to honor America's Junior Citizens for their accomplishments, and to give fitting recognition of their services to Community, State and Nation; and,

*Whereas*, Green Cove Springs Elks Lodge #1892 will sponsor an observance during that week in tribute to the Junior Citizens of this Community; and,

*Whereas*, no event could be more deserving of our support and participation than one dedicated to these young people who represent the nation's greatest resource, and who in the years ahead will assume the responsibility for the advancement of our free society; and,

*Whereas*, our Youth need the guidance, inspiration and encouragement which we alone can give in order to help develop those qualities of character essential for future leadership; and go forth to serve America; and,

*Whereas*, to achieve this worthy objective we should demonstrate our partnership with Youth, our understanding of their hopes and aspirations and a sincere willingness to help prepare them in every way for the responsibilities and opportunities of citizenship:

*Now Therefore*, I \_\_\_\_\_, Mayor of \_\_\_\_\_, do hereby proclaim the first week in May as Youth Week, and urge all departments of government, civic, fraternal and patriotic groups, and our citizens generally, to participate wholeheartedly in its observance.

\_\_\_\_\_  
*Mayor of*

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## **FOR STATE USE**

Following is a suggested copy of a Governor's Elks National Youth Week Proclamation:

*Whereas*, The Elks Lodges of the State of \_\_\_\_\_, will observe May 1-7 as Elks National Youth Week in tribute to our Junior Citizens, honoring them for their achievements and contributions to the life of the Community, State and Nation.

*Whereas*, it is our responsibility to guide, inspire and encourage our youth, to go forth to serve America, our privilege to manifest a lively interest in all their activities and ambitions, and help prepare them for the duties and opportunities of citizenship, which is the objective of Elks National Youth Week.

*Now Therefore*, I \_\_\_\_\_, Governor, do hereby proclaim the first week in May as Elks National Youth Week, and I call upon all citizens and all departments of state and local governments to cooperate in the observance, that we may attain these worthy objectives.

\_\_\_\_\_  
*Governor*

***Elks Care — Elks Share***