



CITY OF TUALATIN
APPLICATION TO REQUEST A PROCLAMATION
18880 SW MARTINAZZI AVE • TUALATIN, OR 97062
PHONE 503.691.3011

Requests for City Proclamations should be submitted four weeks prior to the requested Council Meeting date. The City Council meets the 2nd and 4th Monday of each month unless otherwise noted. For specific meeting dates, please visit the City of Tualatin website at www.tualatinoregon.gov.

Topic & Purpose of Proclamation:

Donation for Tualatin High School Grad Night

Individual, Agency, or Organization Sponsoring the Proclamation:

Tualatin High School Grad Night Committee

Local Resident Attending Council Meeting to Receive Proclamation:

Karla Adams	503-710-8267
Name	Phone

Note: There is a limit of three proclamations per City Council meeting and selection is made in the order requests are received. Please indicate an alternative meeting date for the event the preferred date is unavailable. While the City does its best to recognize community needs, we retain the right to decide if the proclamation will be issued or not.

Preferred City Council Meeting Date Requested: October 27th, 2025

Alternate City Council Meeting Date: November 10th, 2025

Requested By:	Karla Adams	503-710-8267
	Name	Phone
	P.O. Box 481 Tualatin, OR 97062	Mrs.K.Adams21@gmail.com
	Address	Email

Please attach a draft copy of your one page proclamation to this application or check the box if the proclamation will be the same as the previous year. ☐ Wording will be the same as the previous year.

Return the completed form to: City of Tualatin, Attn: Deputy City Recorder, 18880 SW Martinazzi Ave, Tualatin OR, 97062 or via email to nmorris@tualatin.gov.

For Official Use Only:

Date Request Received	_____		
Approved	_____	Not Approved	_____
Applicant Notified	_____		
Date Proclaimed	_____		