



OFFICE OF THE  
**BOARD OF SELECTMEN**  
**TOWN OF MAYNARD**  
MUNICIPAL BUILDING  
195 MAIN STREET  
MAYNARD, MASSACHUSETTS 01754  
Tel: 978-897-1001 Fax: 978-897-8457

**Proclamation Application Form**

Your proclamation should include the following in the attached format.

1. Name: \_\_\_\_\_
2. Date of Event: \_\_\_\_\_
3. Place of Event: \_\_\_\_\_
4. Time: \_\_\_\_\_
5. Department: \_\_\_\_\_
6. Title: \_\_\_\_\_
7. Years of Service: \_\_\_\_\_
8. Personal Characteristics: \_\_\_\_\_  
(Married, Single, children)
  
9. Professionalism: \_\_\_\_\_
10. Description of Service:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
11. Retirement Date: \_\_\_\_\_
12. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
13. Today's Date: \_\_\_\_\_
14. Signature of Person requesting proclamation: \_\_\_\_\_
15. Phone # \_\_\_\_\_
16. Email: \_\_\_\_\_

Once application is back with Selectmen's Office. Selectmen will give you a date to appear before the Board of Selectmen. Would you like one of the Selectmen to present the Proclamation at your event, Yes \_\_\_\_\_. No \_\_\_\_\_.



**OFFICIAL PROCLAMATION**  
**COMMONWEALTH OF MASSACHUSETTS**  
**TOWN OF MAYNARD**

**WHEREAS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ **and;**

**WHEREAS:** \_\_\_\_\_  
\_\_\_\_\_ **and;**

**WHEREAS:** \_\_\_\_\_  
\_\_\_\_\_ **and;**

**WHEREAS:**

**NOW, THEREFORE, WE,** the Maynard Board of Selectmen do proclaim \_\_\_\_\_ as:

“ \_\_\_\_\_ DAY”  
(Name of person)

in the Town of Maynard and do hereby congratulate \_\_\_\_\_ on his attaining the and offer our thanks for her community service.

Given in the Selectmen’s Chambers this \_\_\_\_\_, in the year of our Lord two thousand and \_\_\_\_\_.

**Maynard Board of Selectmen**

\_\_\_\_\_  
William Cranshaw

\_\_\_\_\_  
Timothy Lawton

\_\_\_\_\_  
Robert Nadeau

\_\_\_\_\_  
Sally Bubier

\_\_\_\_\_  
John Barilone Jr.