

# ATTACHMENT 2



## FLAG RAISING & PROCLAMATION REQUEST FORM

I am requesting the following (please select all that apply):

- Flag Raising (Complete Parts 1-3, Parts 5 & 6, Annex A, Annex B)
- Proclamation (Complete Parts 1-4)

### PART 1: ORGANIZATION DETAILS

ORGANIZATION NAME

Volunteer Connect York Region

ORGANIZATION TYPE

Public Institution / Charitable

### PART 2: REQUESTER DETAILS

LAST NAME OR SINGLE NAME

RAITA

FIRST NAME

MIRJA

STREET ADDRESS

Po Box 77017, RPO Highway 7, 6579 Highway 7

APT/UNIT NUMBER

CITY/TOWN

Markham

PROVINCE

ON

POSTAL CODE

L3P 0C8

EMAIL ADDRESS

mirja.raita@volunteerconnect.ca

TELEPHONE NUMBER

### PART 3: ALTERNATE CONTACT DETAILS

LAST NAME OR SINGLE NAME

Thanah

FIRST NAME

STREET ADDRESS

Same as above

APT/UNIT NUMBER

CITY/TOWN

PROVINCE

ON

POSTAL CODE

EMAIL ADDRESS

TELEPHONE NUMBER

### PART 4: PROCLAMATION REQUEST DETAILS

CAUSE/EVENT/COMMEMORATION TO BE PROCLAIMED (Written as you want it to be Declared by Council)

NATIONAL VOLUNTEER WEEK - April 14-20  
Celebrated with your local Volunteer Centre: Volunteer Connod York Region

DAY

WEEK

MONTH

### PART 5: FLAG RAISING DETAILS

CAUSE/EVENT/COMMEMORATION TO BE RECOGNIZED

National Volunteer Week is a time to celebrate and thank Canada's 24 million volunteers.

2024 Theme: Every Moment Matters - Highlighting every volunteer and each contribution they make in a moment where it is needed more than ever.

FLAG TO BE RAISED (Please attach an image of the flag to this form)

~~ANTHEM OR MUSIC TO BE PLAYED (If required)~~

WILL THERE BE A PUBLIC EVENT AT CITY HALL FOLLOWING THE FLAG RAISING CEREMONY?

YES - To book an appropriate space at City Hall and required equipment following the ceremony, please contact Recreation Services by telephone at (905) 832-8500 or by email at [RecCSD@vaughan.ca](mailto:RecCSD@vaughan.ca).

NO

### PART 6: PUBLIC CEREMONY DETAILS

The City of Vaughan endeavors to accommodate the requestor's preferred date, however it is **NOT GUARANTEED**. To assist in scheduling your public ceremony, we ask you to designate up to 3 alternate dates for booking.

PREFERRED CEREMONY DATE

ALTERNATE CEREMONY DATE 1

ALTERNATE CEREMONY DATE 2

ALTERNATE CEREMONY DATE 3

TIME OF DAY PREFERENCE

AM (09:00 a.m. - 12:00 p.m.)

PM (12:00 p.m. - 4:00 p.m.)