

Policy: **AD-019**
Coverage: **Town of Stellarton**
Council Approval: September 9, 2019
Effective Date: September 9, 2019



Certificates of Recognition for Town of Stellarton Residents

1. It shall be the policy of the Town of Stellarton to issue Certificates of Recognition to local residents for 50th Anniversaries and subsequent anniversaries at five year intervals and above and Birthdays 80 years and above and subsequent birthdays at five year intervals.
2. It shall also be the policy of the Town of Stellarton to issue Certificates of Welcome to the Town of Stellarton to local residents within the Municipality who have had a birth or adoption of a child.
3. It shall also be the policy of the Town of Stellarton to issue Certificates of Recognition to individuals or groups within the Municipality who contribute much to the community or who achieve sports and other milestones.

All Certificates of Recognition and Welcome shall be signed and presented by the Mayor or a member of the Stellarton Town Council

Certificates of Recognition and Welcome shall be granted upon request of citizens.

Town Clerk Annotation for Official Policy Book

Date of Notice to Council Members of Intent

To Consider (Minimum 7 Days): July 22, 2019

Date of Passage of Current Policy: September 9, 2019

I certify that this Policy was adopted by Council as indicated above.

Town Clerk

Date

BIRTHDAY/ANNIVERSARY CERTIFICATE REQUEST FORM
(Please PRINT Clearly)

Date of Request: _____

- Birthday _____ yrs.
- Anniversary _____ yrs.
- Birth/Adoption

Do you wish to have this placed on the Town of Stellarton's Social media platforms.

Yes

No

Name of Recipient:

Date of Birthday/Anniversary:

Celebration Date:

Mailing Address (where we can send certificate):

Requestor's Name:

Telephone Number & Email

Other Comments:
