



## 2025 State Proclamation Information

State	Process	Information Needed	Notes	Contact	How to Receive the Proclamation?
<a href="#">Alabama</a>	Proclamation requests must be made at least 30 days in advance of the needed date. Visit <a href="#">this form</a> to submit.	Description; Additional Information		General: (334) 242-7100 or <a href="#">contact online</a> .	Not stated.
<a href="#">Alaska</a>	Proclamation requests must be submitted via <a href="#">this website</a> , with the "Type of Request" being a "Proclamation Request" at the bottom of the form. Proclamation requests are reviewed 4 - 6 weeks ahead of the requested issue date. Requests due February 19 <sup>th</sup> .		Type of Request: Proclamation	General: (907) 465-3500	Not stated.
<a href="#">Arizona</a>	Proclamation and commendation requests are accepted no less than six (6) weeks but no more than twenty six (26) weeks in advance			<a href="#">General online contact form</a> or email <a href="mailto:proclamations@az.gov">proclamations@az.gov</a>	Can be mailed or picked up.

	of the proclaimed date. Visit <a href="#">this form</a> to submit.				
<a href="#">Arkansas</a>	Requests must be submitted at least 30 days in advance of the needed date. Visit <a href="#">this form</a> to submit.	Description; Use		Proclamation Assistance: (501) 682-3613 or <a href="#">contact online</a> .	Can be mailed or picked up.
<a href="#">California</a>	If your proclamation request is for an event or day other than a state or national holiday, it must be first evaluated and sponsored by the state agency under which the issue falls. Contact the <a href="#">CA Department of Public Health</a> to start the process. The agency works directly with the requestor to determine if the agency will sponsor the proclamation.	Organization Information	Request Commemorative Message	General Information for CA <a href="#">Dept of Public Health</a> : 916-558-1784	Not stated.
<a href="#">Colorado</a>	All requests for communication from Governor Polis must be received at least four weeks in advance of the date of printing. The Governor's Office may decline a request for any reason. <b>All Proclamations now incur a \$25 fee that will need to be paid once the proclamation has been approved.</b> This will cover staff time taken to accurately vet requests. Visit <a href="#">this form</a> to submit.		Needs someone associated with Amputee Coalition	Constituent Services: (303) 866-2885 or <a href="#">email the governor</a> .	Can be mailed or picked up.

<a href="#">Connecticut</a>	Requests must be made online at least three weeks prior to when you need the proclamation. Visit <a href="#">this form</a> to submit. Cannot submit until February 1 <sup>st</sup> .	Description		General: (860) 566-4840 or <a href="#">contact online</a> .	Can be mailed or picked up.
<a href="#">Delaware</a>	Proclamation requests must be made at least three weeks in advance. Applicants must be residents of Delaware. Visit <a href="#">this form</a> to submit.		Place text in notes section	Dover: (302) 744-4101, Wilmington: (302) 577-3210	Can be mailed or picked up in Dover or Wilmington.
<a href="#">District of Columbia</a>	They require the request to come directly from an organization and you must include an event occurring in DC. Allow for a three week processing time. Visit <a href="#">this page</a> to submit.		Needs someone associated with Amputee Coalition	General: (202)727-6306	Can be mailed to the applicant, to Amputee Coalition, or picked up.
<a href="#">Florida</a>	Submit your request four to six weeks before it is needed to allow adequate time for your request to be considered. Proclamation guidelines <a href="#">here</a> .			General: (850) 488-7146 or <a href="#">email the governor</a> .	Mailed to the requestor.
<a href="#">Georgia</a>	All requests must be submitted at least 30 days before the proclamation is needed for consideration. Visit <a href="#">this form</a> to submit.	Description		General: (404) 656-1776 or visit <a href="#">this form</a> to contact.	Mailed to the requestor.
<a href="#">Hawaii</a>	All requests must be submitted a minimum of four weeks prior to the date it is needed. Visit this <a href="#">form</a> to submit.		Needs someone associated with	General: (808)586-0034 or <a href="#">contact online</a> .	Can be emailed or picked up

			Amputee Coalition		
<a href="#">Idaho</a>	Fill out a <a href="#">paper form</a> and either email to <a href="mailto:proclamations@gov.idaho.gov">proclamations@gov.idaho.gov</a> ; fax (208) 334-3454, or mail a completed form request to address on the form. Form must be completed three weeks prior to date needed. Visit <a href="#">this link</a> to submit.		Submit via Email	General: (208) 334-2100 or <a href="#">email the office</a> .	Mailed to the requestor.
<a href="#">Illinois</a>	All requests must be made 30 days in advance of the date needed. Visit <a href="#">this form</a> to submit.			Constituent Affairs: (217) 782-0244	Pick up, mailed, or emailed to the requestor.
<a href="#">Indiana</a>	All requests must be made six to eight weeks in advance of the date needed. Visit <a href="#">this form</a> to submit.			General: (317) 232-4567 or <a href="#">contact online</a> .	Can be mailed or picked up.
<a href="#">Iowa</a>	All requests must be made four to six weeks in advance of the date needed. Visit this <a href="#">form</a> to submit.	Purpose		General: (515) 281-5211 or <a href="#">contact online</a> .	Can be mailed or picked up.
<a href="#">Kansas</a>	All requests must be made six to eight weeks in advance of the date needed. Proclamation Guidelines <a href="#">HERE</a> . Visit <a href="#">this form</a> to submit.	Purpose		Constituent Services: 785-368-8500	Mailed to requestor.
<a href="#">Kentucky</a>	Proclamations should be submitted 30 days in advance of the date needed. Proclamation Guidelines <a href="#">HERE</a> . Visit <a href="#">this form</a> to submit.	Purpose		Constituent Services: 502-564-2611 or <a href="#">contact online</a> .	Can be mailed or picked up.

<a href="#">Louisiana</a>	Must be submitted at least 14 business days in advance. Limited to 200 words. Visit <a href="#">this form</a> to submit.		Needs someone associated with Amputee Coalition	General: (225)342-0991 or (844)860-1413	Can be mailed or picked up.
<a href="#">Maine</a>	Requests must be made 45 days in advance of the date needed. Visit <a href="#">this form</a> to submit.			Constituent Services: (207)287-3531	Can be mailed or picked up.
<a href="#">Maryland</a>	Request proclamation at least 30 days in advance of the date needed. Visit <a href="#">form</a> to submit.	Organization Information	Needs someone associated with Amputee Coalition	General: (410) 974-3901	Mailed to requestor
<a href="#">Massachusetts</a>	Request a proclamation at least 20 business days in advance of the date needed. Visit this <a href="#">link</a> to submit.		Submit via Email	General: (617) 725-4005 or <a href="#">contact online</a> .	Can be mailed or picked up.
<a href="#">Michigan</a>	To <a href="#">submit a proclamation</a> , please send a detailed email to <a href="mailto:tributes@michigan.gov">tributes@michigan.gov</a> at least four weeks in advance of when the recognition is needed.		Submit via Email	General: (517) 335-7858 or <a href="#">contact online</a> .	Not stated.
<a href="#">Minnesota</a>	Submit the request at least 20 business days in advance of date needed. Visit <a href="#">this form</a> to submit.			General: (651) 201-3400, or <a href="#">contact online</a> .	Can be mailed, emailed, or picked up.
<a href="#">Mississippi</a>	Request a proclamation at least 30 days in advance of the date needed. Submit a proclamation request on the contact page with		Submit via Email	General: (601) 359-3150 or <a href="mailto:governor@govreeves.m">governor@govreeves.m</a>	Not stated

	full document details. (601) 359-3150 <a href="https://tatereeves.com/contact-us/">https://tatereeves.com/contact-us/</a>			s.gov. Direct: <a href="#">Bonita Waters</a> , (601) 576-2968	
<a href="#">Missouri</a>	Submit a request 60 days in advance of the date needed through <a href="#">this form</a> . Drop down the subject line to the proclamation request. Guidelines <a href="#">HERE</a>		Subject: Proclamation Request	General: (573) 751-3222 or <a href="#">email</a>	Not stated
<a href="#">Montana</a>	Contact Gov. Greg Gianforte and include proclamation request <a href="#">here</a>		Email for Letter of Support	General: 406-444-3111 or <a href="#">via email</a> .	Not stated
<a href="#">Nebraska</a>	Request proclamation at least 30 days prior to the date needed. Visit <a href="#">this form</a> to submit.			General: (402) 471-2244 or <a href="#">email</a>	Mailed to the requestor.
<a href="#">Nevada</a>	Request proclamation at least four weeks in advance of date needed. Visit <a href="#">this form</a> to submit.			Carson City or Las Vegas: (775) 684-5670; (702) 486-2500	Not listed.
<a href="#">New Hampshire</a>	Requests must be submitted at least 30 calendar days in advance Request proclamation through <a href="#">this form</a> .	Description; Use		Constituent Services: (603) 271-7676; Office of the Governor at 603-271-2121	Can be mailed or picked up.
<a href="#">New Jersey</a>	Requests must be made to the Governor's office six to eight weeks in advance of the date needed. Request proclamation via <a href="#">this form</a> .	Description; Use		General: 609-292-6000 or <a href="#">contact online</a>	Can be mailed or picked up.

<a href="#">New Mexico</a>	Submit proclamation at least 45 days before the date needed. Visit <a href="#">this form</a> to submit.	Purpose	Needs someone associated with Amputee Coalition	General: (505) 476-2200 or <a href="#">contact online</a> .	Can be mailed or picked up.
<a href="#">New York</a>	Visit <a href="#">this link</a> to fill out the form. Under the topic, select “Health” and then follow up with calls. Due February 1 <sup>st</sup> .		Request via Contact Page	General: (518) 474-8390	Not listed.
<a href="#">North Carolina</a>	Submit a proclamation <b>at least 120 days and no more than six months in advance to the date</b> needed. Visit <a href="#">this link</a> to submit.			To follow up on a proclamation request, you can reach us at 919-814-2000 or via email at govrequests@nc.gov.	Either via presentation, mailed or PDF.
<a href="#">North Dakota</a>	Visit <a href="#">this link</a> to submit a “contact” form to start a request and follow up with calls or emails. <a href="#">Previous proclamations</a>	Purpose		General: (701) 328-2200, <a href="mailto:ashleykelsch@nd.gov">ashleykelsch@nd.gov</a>	Can be mailed, emailed.
<a href="#">Ohio</a>	. Request a proclamation at least 30 days prior to the date needed. Visit <a href="#">this link</a> to submit.		Subject: Proclamation Request	General: (614) 644-4357	Not listed.
<a href="#">Oklahoma</a>	Proclamation requests should be made at least 30 days in advance of the date needed. Visit <a href="#">this link</a> to submit.			General: (405) 521-2342	Not listed.

<a href="#">Oregon</a>	Visit <a href="#">this link</a> to view the proclamation template. All proclamations must be submitted with at least a 30-day notice. Please send the filled out proclamation template via e-mail to: <a href="mailto:yasmin.solorio@oregon.gov">yasmin.solorio@oregon.gov</a> <a href="#">GUIDELINES</a>		Submit via Email	General: 503-378-4582 or <a href="#">via email</a> .	Mailed or emailed.
<a href="#">Pennsylvania</a>	Submit proclamations six to eight weeks before the needed date. Visit <a href="#">this form</a> to submit through their “contact” form.		Request via Contact Page	General: (717) 787-2500	digital PDF, mailed hard copy, or both.
<a href="#">Puerto Rico</a>	<a href="#">Requests</a> must be submitted in writing at least sixty (60) working days prior to the needed date. Address: Departamento de Estado de Puerto Rico, Calle San José, San Juan, 00901, Puerto Rico			General: (787) 722-2121	Not listed.
<a href="#">Rhode Island</a>	All proclamation requests must be received at least 30 business days before the date needed. Submit a request by filling out the “ <a href="#">Contact the Governor Form</a> ” and select “Proclamation Request” in the Issue drop down menu. Guidelines for proclamations <a href="#">HERE</a>	Description	Request via Contact Page	Phone: (401) 222-2080 or <a href="mailto:governor@governor.ri.gov">governor@governor.ri.gov</a>	digital PDF, mailed hard copy, or pick up.
<a href="#">South Carolina</a>	Visit <a href="#">this form</a> , complete required fields with “Request a Recognition” under “Type of Request.” Next, select “Proclamation” under the	Description		General: (803) 734-2100	Mailed to the requestor or picked up.



	“What type of Recognition are you requesting.”				
<a href="#">South Dakota</a>	Request proclamation four weeks in advance of the needed date. Please submit 3 – 4 week in advance of the date needed. Visit <a href="#">this form</a> to submit. <a href="#">GUIDELINES</a>	Description	Request via Contact Page; No formal policy	General: (605) 773-3212	Mailed to the requestor.
<a href="#">Tennessee</a>	Request proclamation at least 21 days in advance of the date needed. Visit <a href="#">this form</a> to submit.	Purpose; Additional Information		General: (615) 741-2001	Not listed.
<a href="#">Texas</a>	Visit <a href="#">this link</a> , complete required fields with “Ceremonial item request.” in the “Issue” dropdown. Include request and draft proclamation in the comment box.		Request via Contact Page; Issue: Ceremonial Item	General: (512) 463-2000	Can be mailed or picked up.
<a href="#">Utah</a>	Declaration requests must be made at least six weeks in advance of the date needed. Visit <a href="#">this link</a> to submit.	Description; Purpose		General: (801) 538-1000 or 1800-705-2464	Can be mailed, picked up, or electronic copy.
<a href="#">Vermont</a>	Request a proclamation four to six weeks before the needed date. Visit <a href="#">this link</a> to submit			General: (802) 828-3333	Will be mailed.
<a href="#">Virginia</a>	Proclamation requests must be made 45 days in advance of the	Description; Statistics		General: (804) 786-2211	Can be mailed or picked up.

	needed date. Visit <a href="#">this link</a> to submit.				
<a href="#">Washington</a>	Proclamation requests must be made at least 45 days in advance of the needed date. Visit <a href="#">this link</a> to submit.	Description		Governor's Office at 360-902-4111	Will be mailed.
<a href="#">West Virginia</a>	Visit <a href="#">this link</a> to submit a request.	Additional Information		General: (304) 558-2000 or (888) 438-2731	Can be mailed or picked up.
<a href="#">Wisconsin</a>	Request proclamation 45 days in advance of the needed date. Visit <a href="#">this link</a> to submit. <a href="#">GUIDELINES</a>			General: (608) 266-1212	Can be mailed or picked up.
<a href="#">Wyoming</a>	Request proclamation 45 days in advance of the needed date. Visit <a href="#">this link</a> to submit a request. <a href="#">Guidelines</a>		Submit via Email	General: (307) 777-7434	Can be mailed or picked up.