

# Proclamation, Lighting and Community Flag Request Form

Throughout the year, Northumberland County commemorates a number of significant dates and events to raise awareness of important cultural celebrations, historic events, and charitable or public awareness initiatives in our community. To learn more about how the County recognizes these commemorative observances, visit our [Commemorative Dates and Observances](#) page. Commemorative dates may be recognized with special requests, including:

- Proclamations to County Council
- Raising a flag on the County's community flagpole, located at County Headquarters in Cobourg
- Coloured light displays at County Headquarters

Submit the application below to request a proclamation to County Council, coloured light display at County Headquarters and/or flag raising on the County's community flagpole in recognition of a commemorative date.

Please note submissions must comply with the Northumberland County '[Commemorative Observances, Proclamations and Flags Policy](#)'.

## Contact Information

**Name of Organization \***

Northumberland County

**Name of Representative**

Cara Timmermans

**Address**

555 Court House Road, Cobourg

**Phone Number \***

905-372-3329

**Email**

timmermansc@northumberland.ca

**Organization's Website**

<https://www.northumberland.ca/en/index.aspx>

## Event/Occasion and Organization Details

**Name of Event/Occasion**

National Day for Truth and Reconciliation

**Date or Time Period of Event/Occasion**

September 30

**Purpose of the Event/Occasion**

September 30, marks the National day for Truth and Reconciliation, a day that coincides with Orange Shirt Day. September 30th is as a solemn reminder of the children who never returned home, as well as an acknowledgment of the strength and resilience of survivors, intergenerational survivors, families, and communities impacted by the legacy of residential schools. It's a day to reflect on the history and legacy of residential schools and support Indigenous communities on their journey toward healing and reconciliation and to take the time to reflect, listen, and learn.

**Please provide a description of the applicant organization including any local, national or international affiliation, brief history and any other relevant information.**

Northumberland County is an upper-tier municipality situated on the north shore of Lake Ontario, east of Toronto in Central Ontario.

**Please select the request(s) being made**

- Proclamation
- Lighting Request
- Community Flag Raising

# Lighting Request

Please fill out the fields below to request that the front of the Northumberland County Headquarters building at 555 Courthouse Road, be illuminated in a particular colour to commemorate an event for a maximum length of one (1) week or seven (7) days.

Lighting requests will be considered for:

- Public awareness campaigns
- Charitable fundraising causes, initiatives, or events.
- Arts and cultural celebrations.
- Days of remembrance.
- Other issues of importance in Northumberland County.

Requests will not be considered:

- Matters of political controversy, ideological or religious beliefs or individual conviction.
- Events or organizations with no direct connection to Northumberland County.
- Campaigns or events contrary to County policies or By-laws.
- Campaigns intended for profit-making purposes.
- Businesses or commercial enterprises.
- Discriminatory or inflammatory matters.
- Matters intended to incite hatred or disorder.
- Matters which are untruthful.

Please note that lighting requests must be made at least four (4) weeks in advance of the requested observance date.

## Requested Lighting Date

9/30/2024



## Lighting Colour

Orange

## Length of Request ?

Day

## Category

Days of remembrance

# Community Flag Raising Request

Please fill out the fields below to request permission to raise your organization's flag on Northumberland County's community flagpole at the County Headquarters, located at 555 Courthouse Road in Cobourg for a maximum of one (1) week or seven (7) days.

Community flag raisings will be considered for:

- In connection with a particular event by an organization to celebrate achievement; or
- A charitable or non-profit organization to help increase public awareness of their programs and activities; or
- An organization that has achieved national or international distinction or made a significant contribution to the community; or
- A charitable or non-profit organization that has helped to enhance Northumberland County in a positive manner

Requests will not be considered for flags that:

- Represent commercial interests;
- Represent political causes;
- Celebrate religious events; or
- Support groups, organizations or events that promote beliefs contrary to County Core values or any County policy, or pose a reputational risk to the County

Please note that requests for flag raising must be made four (4) weeks prior to the date of the flag raising.

**Date of Requested Flag Raising**

9/30/2024



**Length of Request \* ?**

From Monday, September 30 to Friday, October 4

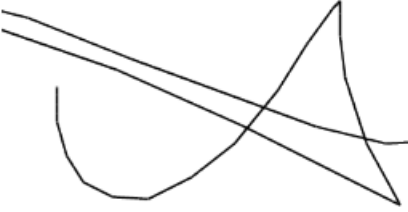
# Acknowledgement

Please fill out the fields below to acknowledge that you have reviewed the relevant policy.

I have read and hereby acknowledge that this application complies with the Northumberland County 'Commemorative Observances, Proclamations & Flag Policy'. \*

I Agree

Authorized Signature \* [?](#)

A rectangular box containing a handwritten signature in black ink. The signature is stylized and appears to be 'J Moore'.A handwritten signature in black ink, reading 'J Moore' in a cursive style.

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Jennifer Moore, CAO

Date \*

8/29/2024



# Thank You

Your application has been submitted to the County Clerk's office. Once reviewed, a County staff member will contact you to follow up on your application.