

**Proclamation**  
**56th ANNUAL MUNICIPAL CLERKS WEEK**  
**May 4 - 10, 2025**

**WHEREAS**, the profession of municipal clerks is essential to the effective functioning of local government in Texas, ensuring transparency, accountability, and the smooth operation of municipal services; and

**WHEREAS**, the office of municipal clerk is the oldest among public servants; and

**WHEREAS**, Texas Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality while serving as the professional link between the citizens, the local governing bodies and agencies of government at other levels; and

**WHEREAS**, Texas municipal clerks serve as the official record-keepers, managing vital documents, conducting municipal elections, providing legislative support, and ensuring compliance with laws and regulations in cities across Texas; and

**WHEREAS**, municipal clerks demonstrate exceptional dedication, professionalism, and integrity in their work, often going above and beyond to serve their communities and facilitate the effective governance of local governments; and

**WHEREAS**, the Texas Municipal Clerks Association (TMCA) represents more than 1,100 municipal clerks who contribute significantly to the success and efficiency of local government throughout the state of Texas; and

**WHEREAS**, Municipal Clerks Week provides an opportunity to recognize and celebrate the invaluable work of municipal clerks, acknowledge their vital contributions to public service, and highlight the important role they play in the day-to-day operations of our cities; and

**WHEREAS**, it is fitting that the city of [Name] take this opportunity to honor and thank [Name of City Clerk] for [his or her] ongoing dedication, knowledge, and tireless service.

**NOW, THEREFORE**, I, [Name], [Title], do hereby proclaim the week of May 4, 2025, as Municipal Clerks Week in the City of [\_\_\_\_\_] and encourage all residents to recognize the important work of [Name of City Secretary] and join in celebrating [his or her] contributions to our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of [Name] to be affixed this [Day] of [Month], [Year].

Signature

[Name]  
Mayor

Attest: \_\_\_\_\_