OFFICIAL LOCAL GOVERNMENT PROCLAMATION

Proclamations are formal public announcements to increase public awareness of an issue or topic made by local government officials such a mayor.

Secure an official proclamation in your hometown or follow up with your elected officials again to make sure they continue to recognize March as National Athletic Training Month.

How-to secure a local government proclamation

• Contact the office of your local elected official or mayor and governor.

• Explain to the secretary, administrative assistant or aide, that you would like to secure a proclamation for National Athletic Training Month.

• Emphasize the significance of the NATA and what activities are planned locally to commemorate National Athletic Training Month and its special theme: “Athletic trainers impact health care through action.”

• Stress the importance of the athletic training profession and explain how many people’s lives are affected by athletic training, especially in the local area.

• Send a copy of the proclamation you’d like the official to use (separate example is in the folder) and print it on appropriate letterhead. Add a cover letter confirming your conversation and re-emphasizing your promotion (time, date, place).

• Thank the official in writing for granting or considering your request.