



BUSINESS RECOGNITION PROGRAM

POLICY

In an effort to commend business entities or groups of businesses in the community, the City and the Santa Clara Chamber of Commerce and Convention-Visitors Bureau may jointly recognize businesses for significant achievements or accomplishments.

PROCEDURE

1. For business entities or business groups with 50 or more years of operation in the City of Santa Clara, or which have a significant achievement or accomplishment, recognition shall be jointly set with the Chamber/CVB as a Special Order of Business at a City Council meeting.
2. The City Manager's Office shall prepare the Agenda Report, specifying a date mutually convenient for the business entity or business group and the City.
3. The Mayor and Council Office shall prepare a framed proclamation of recognition for presentation to the business entity/group; the Chamber will also prepare a document/letter of recognition.
4. Along with the proclamation, the City may consider, for singular accomplishment, an additional presentation, such as a recognition memento as appropriate from the City Policy and Procedure No. 003, "Guidelines for Recognition of Volunteers, Community Leaders and Outstanding Citizens."
5. Information shall be placed in the City's newspaper, on the municipal website, and on Municipal Cable Channel 15, recognizing the accomplishment of the business entity/group; the Chamber shall provide similar recognition in a Chamber publication.

Reference:

***City Council-approved policy dated October 2003, as revised May 2007
Guidelines for Recognition of Volunteers, Community Leaders, and
Outstanding Citizens dated September 2003***