

# City of McHenry Business Recognition Program

## **PURPOSE OF PROGRAM:**

The Business Recognition Program provides businesses located in the City of McHenry with an opportunity to be acknowledged for their extended contribution to economic development for a significant number of years and/or other civic or community contributions in the City. The program is administered by the Director of Economic Development's office. All supporting documentation is required at time of information submittal. Generally, the business will be recognized at a City Council Meeting, presented with a Proclamation, and information will be shared in the McHenry Market Pulse blog.

## **REVIEW PROCESS:**

1. Applicant completes attached Information Form and supporting information.
2. Information is reviewed by the Director of Economic Development who includes information in the McHenry Market Pulse Blog and provides information to the Mayor's office for a proclamation to be prepared.
3. Mayor's office designates next available City Council meeting for recognition to be announced.
4. A formal proclamation is presented to applicant at a City Council meeting.

## **CONTACT AND INFORMATION:**

Douglas Martin  
Director of Economic Development  
815-363-2110  
[dmartin@ci.mchenry.il.us](mailto:dmartin@ci.mchenry.il.us)

Dorothy Wolf  
Economic Development Coordinator  
815-363-2175  
[dwolf@ci.mchenry.il.us](mailto:dwolf@ci.mchenry.il.us)

[McHenry Market Pulse](https://www.facebook.com/mchmarketpulse/)  
<https://www.facebook.com/mchmarketpulse/>

***CITY OF MCHENRY***



# **BUSINESS RECOGNITION INFORMATION SHEET**

Please complete the information sheet below and return it to the City's Economic Development Department: ([dmartin@ci.mchenry.il.us](mailto:dmartin@ci.mchenry.il.us); [dwolf@ci.mchenry.il.us](mailto:dwolf@ci.mchenry.il.us))

**BUSINESS NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CONTACT NAME:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**NUMBER OF YEARS IN BUSINESS IN THE CITY OF MCHENRY:** \_\_\_\_\_

**YEAR BUSINESS OPENED:** \_\_\_\_\_

**LIST OTHER LOCATIONS:** (In/Outside the City)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TYPE OF BUSINESS AND PRODUCTS:** (Brief Description)

\_\_\_\_\_  
\_\_\_\_\_

## **ADDITIONAL INFORMATION REQUIRED:**

1. Describe community contributions, community services, and/or causes the business is involved in which support "giving back" to the City.
2. List names of family members/prominent leaders involved in the business, including number of years with business, and indicate which, if any, may attend the recognition presentation meeting.
3. Attach a summary/historical timeline of the business and how it grew.

## **OPTIONAL INFORMATION TO PROVIDE:**

**Video of business operation**  
**Pictures (historical and present day)**  
**Logo (black/white JPG or EPS file needed)**

## **CONSENT:**

I certify I am authorized to allow the City of McHenry to use any information submitted on this form, including videos, pictures, and logos submitted, to recognize the above-named business.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date