



City of Hamtramck

Community and Economic Development Department

Ribbon Cutting Reservation Form

A ribbon cutting is the ceremonial opening of a brand-new or newly-renovated/relocated business. Therefore, it is a significant opportunity to generate public awareness of the business by hosting a small ceremony with light refreshments. The City of Hamtramck will promote businesses on its social media platforms and invite council members and other leaders to the ceremony. In order to qualify, applicants must be in good standing with the City (e.g. up-to-date business licenses and tax payments). Please send the form to the City's Community and Economic Development Department: <https://hamtramck.us/community-and-economic-development-ced/>

BUSINESS INFORMATION

Name of Business _____ Phone _____

Address _____ Website _____

City _____ State _____ Zip _____ E-mail _____

Type of Business: Eat Drink Shop Hair Well-being Art, Entertainment, Museum Professional services

Other: _____

Date business was established _____ Number of jobs created _____ Range of amount invested \$ _____

What would you like people to know about your business? _____

EVENT INFORMATION

Event location (Outside? Inside? If different from business address, please specify) _____

Date and time of celebration (first choice): _____

Date and time of celebration (second choice): _____

Are you planning on having a photographer? _____

Would you like any of the following: Invitation to local elected officials Invitation to DDA Members Promotion of event on City social media accounts

Describe event (write 2-3 sentences to describe your celebration including special promotions/products available to attendees, open house hours, business hours, etc): _____

CONTACT INFORMATION

Name of applicant _____ Phone _____

Relationship to business (owner, manager, etc): _____ E-mail _____

If translation services are needed to complete or understand documents, please contact the department head to request accommodations.

إذا قمت بالاطلاع مسبقاً فترشحك لاصرت اللى جري، تادنتسرمال مهف و الاملكل قمررتل تامدخل ةجاج كانه تناك اذا.

নথীগুলাসম্পূর্ণ বা বোঝার জন্য অনুবাদ পরষিবোগুলরি প্রয়োজন হলে, অনুগ্রহ করে বাসস্থানরে অনুরোধ করতে বিভাগরে প্রধানরে সাথে যোগাযোগ করুন।