



**M. D. OF GREENVIEW NO. 16**  
**POLICY & PROCEDURES MANUAL**

Section:  
**ADMINISTRATION**

**POLICY NUMBER: AD 24**

<b>POLICY TITLE:</b>	<b>SPECIAL OCCASION GIFTS</b>	<b>Page 1 of 1</b>
<b>Date Adopted by Council / Motion Number:</b>		<b>11.10.560</b>

**PURPOSE:**

To give recognition to M.D. residents and businesses for their significant birthday or anniversary.

**POLICY:**

The M.D. of Greenview will send congratulatory messages to citizens and businesses in the M.D. on special birthdays or anniversaries 'upon request'.

Upon request, special congratulatory message certificates may be arranged for the following events:

1. A 75<sup>th</sup> birthday and every five years thereafter to age 95, and every year following the 95<sup>th</sup> birthday.
2. A 50<sup>th</sup>, 55<sup>th</sup>, 60<sup>th</sup> wedding anniversary and yearly thereafter.
3. The 25<sup>th</sup>, 50<sup>th</sup>, 75<sup>th</sup> anniversary and every five years thereafter of a business or organization within the M.D. of Greenview.
4. The M.D. must receive the request at least four weeks prior to the occasion.

(Original signed copy on file)  
REEVE

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C.A.O.

