

**SAMPLE DISASTER DECLARATION**

**WHEREAS** on \_\_\_\_\_, a disaster, namely \_\_\_\_\_  
has struck the (City, Village, Town) of \_\_\_\_\_; and

**WHEREAS**, because of such emergency conditions, the (Common Council, Village  
Council, Town Board) is unable to meet with promptness; and

**WHEREAS**, it is necessary and expedient for the health, safety, welfare and good order  
of the (City, Village Town) to proclaim that emergency conditions exists; and

**WHEREAS**, the disaster has caused the (City, Village, Town) of \_\_\_\_\_  
to expand, commit and exhaust all of its available resources; and

**WHEREAS**, the (City, Village, Town) of \_\_\_\_\_ is asking for county  
assistance and requests the county to advise the State of Wisconsin of our emergency conditions:

**NOW, THEREFORE**, pursuant to sections 323.11 and 323.14 (4) of the Wisconsin  
Statutes, as Chief Elected Official of the (City, Village, Town) of \_\_\_\_\_ in  
testimony whereof I have hereunto set my hand and have caused the great seal of the (City, Village,  
Town) of \_\_\_\_\_ to be affixed.

Done at the (City, Village, Town) hall this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Chief Elected Official

NOTE: Under 323.14(4)(b), Stats., this proclamation shall be subject to ratification, alteration,  
modification or repeal by the governing body as soon as that body can meet, but the subsequent  
action taken by the governing body shall not affect the proper validity of this proclamation.