

# 55TH ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK

May 5 — May 11, 2024



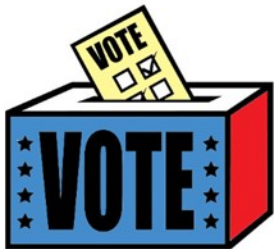
Have you ever wondered what a Municipal Clerk does? Municipal Clerks perform many vital services for their community. Here are just a few...

✍️ Maintain records of community history, official Council actions, Meeting Minutes, Ordinance Books, and other important records and documents.



✍️ Serve as liaison between local governments and its citizens; receive, distribute, and file correspondence from citizens and other governmental agencies.

✍️ Process contracts and agreements, and support all administrative functions.



✍️ Administer elections, registration, and voting, which is a key and vital piece in the democratic process.

For more information about Municipal Clerks, please visit [www.azclerks.org](http://www.azclerks.org) or [www.iimc.com](http://www.iimc.com).

