



Military Hometown Heroes Banner Program

The City of Dallas Hometown Heroes Banner was initiated by the city as a way to honor and recognize Dallas's armed forces members. To qualify, honorees must meet be a former or current resident of Dallas and must be serving or have served in the United States Armed Forces.

The banner will be 17" wide x 36" tall made of a heavy vinyl, printed the same on both sides, will display the service person's photograph, include their full name and branch of the military they are serving or served in. The addition of rank and era of service are optional additions to the banner.

The banner will be displayed on the 600-900 Blocks of Main Street between mid-May and mid-June. Banners will be placed on a first come, first served basis. All banner locations shall be determined solely by the City. The City of Dallas is not responsible for replacing banners that are stolen, damaged, or destroyed due to age, vandalism, or any acts of nature. The number of banners and location is subject to change.

17"x 36" Banner: \$100

Applicant's Contact Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

If you wish to be named as a sponsor, how would you like your name to appear on the banner?

Sponsor Name: _____

Honoree's Release Form (required if the honoree is living):

I hereby grant permission to the City of Dallas to utilize my name and picture for the Military Hometown Heroes Banner Program. (If signed by someone other than the honoree, the person signing represents that he or she has authority to sign on behalf of the honoree, and agrees to defend and indemnify the City of Dallas from all claims and liability for its reliance on the signer's authority.)

Dated this _____ day of _____, 20____

Honoree/Agent's Signature



Military Hometown Heroes Banner Program

Honoree Information:

Name of Honoree: _____

First

Last

*Spelling of honoree's name on the banner will be taken directly from application.

Residency

Is the honoree a resident or past resident of the City of Dallas?

Yes

No

Branch of U.S. Military Service:

U.S. Air Force

U.S. Marine Corps

U.S. Army

U.S. Navy

U.S. Coast Guard

Additional information for the banner if desired:

Designated rank to appear on banner: _____

Era of service: _____ (WWI, WWII, Vietnam, Korea, Iraq, etc.)

Indicate the designation of banner you would like to order:

Active Duty

Veteran

Memorial

What you will need to submit:

Completed application

Proof of military service (e.g., Military ID, DD214, etc.)

5x7 High quality photo of the Service Member in uniform
(Photo will be returned after the scanning process)

\$100.00 payable to City of Dallas.

Please reference "Hometown Hero Banner Program" on the check.

After submission:

A proof of the banner will be provided after all the information has been submitted. The proof can either be emailed or viewed in person. A signature must accompany the proof before the order can be placed.

Once the banner is no longer able to be used, it will be returned to the applicant.

For any questions regarding the program please contact:

Emily Gagner

503.831.3502

emily.gagner@dallasor.gov

CITY OF DALLAS MILITARY HOMETOWN HERO BANNER PROGRAM POLICY AND GUIDELINES

About the Program

The City of Dallas Military Hometown Hero program provides the opportunity for the community to recognize and honor Dallas residents and their immediate family members who have served or are currently serving in the United States Armed Forces. The Military Hometown Hero banner will be displayed from City-owned streetlight poles and will promote civic pride. In order to allow for a coordinated and consistent program, the City has established the following policy and guidelines for the Military Hometown Hero Banner Program.

Guidelines

Eligibility

1. Active, retired, or honorably discharged members of the five United States Armed Forces service branches (Air Force, Army, Coast Guard, Marines, and Navy).
2. A current City of Dallas resident **OR**
Graduated from Dallas High School **OR**
An immediate family member of a current resident (spouse, parent, sibling, child or child-in-law, or grandchild)

Proof of eligibility will be required before an application is considered complete.

- Proof of residency (e.g., copy of utility bill or driver license) of the nominee (or applicant who is the immediate family member of the nominee), or school transcript of the nominee
- Verification of active duty dates (e.g., copy of military orders or military ID)
- Honorable discharge or retirement papers with SSN redacted
- High-resolution digital image (minimum 300 dpi) in jpeg format or 5x7 photograph of honoree in official uniform (with no objects). Original photos will be returned.

Application and Sponsorship

- A written application for placement of a Hero banner must be completed on a form provided by the City.
- An application fee of \$100 must be paid at the time of application.
- If the applicant is not the person to be honored, the honoree must consent to the Hero banner, if the honoree is living.
- An applicant may be recognized as a sponsor on the Hero banner. If the applicant wishes to be recognized as a sponsor, the applicant must indicate on the application the name(s) by which the applicant wishes to be identified. (Space limitations may affect sponsor recognition.)

Banner Locations

1. The City has designated the light poles on the 600-900 blocks of Main Street as the initial location for this program. Future locations may be identified by the City at a later date

depending on the need.

2. Available space is determined on a first-come, first-served basis among qualified applicants. All banner locations shall be determined solely by the City of Dallas.

Display Period

1. The banners will be displayed from mid-May through mid-June of each year and will be displayed a minimum of 2 years, or until the banner starts to show deterioration.
2. At the end of the program, City staff will contact the applicant to offer them the banner; all banners that remain unclaimed after 60 days from removal will become the property of the City.
3. In addition to the streetlight pole banners, the City will also display the banners images on the City's website for year-round display.

Banner Style and Display

The City of Dallas has determined the following specifications for the banners. The specifications and design of the banners are at the sole discretion of the City and can be modified at any time.

- Double sided, vinyl, weatherproof
- 17" x 36"

Procedures

1. The Military Hometown Hero banner application may be obtained from the City of Dallas's website at www.dallasor.gov or you may contact the City Manager's office to have one emailed or mailed to you by contacting emily.gagner@dallasor.gov or calling 503.831.3502.
2. Applications are accepted on a year-round basis and every effort will be made to have banners installed by May 1 of each year. However, this is at the sole discretion of the City and is based on the availability of City Staff, resources, and staff scheduling for installation and removal.
3. A waiting list shall be established based on the date a complete application is received in the City Manager's office. In order for an application to be considered complete, all supporting documentation must be received and verified by the City. In addition. Full payment for the banner must be received by the City.
4. Applicants will be notified by City staff once an installation date has been determined.
5. At the end of the banner display period, City staff will contact the family and/or applicant to offer them the banner. All banners unclaimed within 60 days of removal will become the property of the City of Dallas.

Waiver and Limitations

1. The City of Dallas is not responsible for replacing banners that are stolen, damaged, or destroyed due to age, vandalism, or any acts of nature, including high winds.
2. Any loss or damage to an installed banner will be handled at the discretion of the City.
3. The City reserves the right to not install a banner if the requirements of this banner program are not met.