



# HOMETOWN HEROES

## **Military Banner Program Policy and Application**





#### **APPLICATION DEADLINE**

- The City of New Carlisle will accept applications, for the current year, until the end of August.
- Applications for the following year will begin in September.
- Printing can take up to two weeks.

#### **DISPLAY TIMES**

- Memorial Day, July 4th, 9/11, and Veterans Day.
- Banners also may be displayed around other holidays and events at no additional cost.

#### **ELIGIBILITY**

- Be a military veteran or active-duty service members in the U.S. Army, Navy, Air Force, Marine Corps or Coast Guard and be a:
  - Current or past resident of the City of New Carlisle
  - Tecumseh Local Schools graduate
  - Current City Employee.
- Those serving in the Reserves or National Guard can also be honored.
- This program will be offered on a first-come, first-served basis and while supplies last.

#### **VERIFICATION**

- Applicants must provide a copy of their driver's license and a copy of verification of military status of the honoree (DD-214 with social security number blacked out or a copy of Veteran's ID Card)

#### **BANNER SPECIFICATIONS**

- Banners will measure 24"x 24"
- Full-color design with the service member's name, military branch, and photo.
- Banners will be two-sided with the second side mirroring the first.
- Banners will be returned to the applicant at the end of the year.

## **PHOTOGRAPH REQUIREMENTS**

- Applicant must provide a high-resolution military photograph of the honoree in his/her military uniform.
- Photo should be portrait orientation and at least 300 DPI.

## **PRICING STRUCTURE**

- Banners are priced at \$55.00 and due at the time of application submission.
- Includes a two-sided design, printing, hanging, and removal of the banner.
- Replacement cost of \$55.00 shall be the responsibility of the applicant.

## **PROCESS**

- The City of New Carlisle will oversee and administer the Hometown Heroes program including, but not limited to, application guidelines and processing, fee structure, and program policy.
- This program will be offered on a first-come, first-served basis and while supplies last.
- Banners will be displayed on decorative streetlight poles on Main Street.
- The applicant must be an immediate family member of the Hometown Hero being honored.
  - Immediate family is limited to the spouse, parents, stepparents, foster parents, father-in-law, mother-in-law, children, stepchildren, foster children, sons-in-law, daughters-in-law, grandparents, grandchildren, brothers, sisters, brothers-in-law, sisters-in-law, aunts, uncles, nieces, nephews, and first cousins
- By applying, the applicant agrees he or she has permission to use the service member's likeness and name in the banner.
- Depending on demand and after Veterans Day, banners will be removed, disassembled, and may be made available for pickup by the applicant at the City of New Carlisle Administration Building, 331 S. Church Street, 45344.
- Please call 937-845-9492 to schedule the banner pick-up at the end of the display season.
- Applications and verification documents must be dropped off at the City of New Carlisle Administration Offices (address listed above).

## **ADDITIONAL PROGRAM INFORMATION**

- Information for the banner, including military branch and spelling of the service member's name, will be taken directly from the application.
- The City of New Carlisle is not responsible for misidentified military branches or misspellings that were submitted with the application.
- The City is not responsible for lost, stolen, or damaged banners (including damage incurred by acts of nature or vandalism). Any banners that are stolen or otherwise deemed unfit for display, shall be eligible for reproduction and replacement at a cost of \$55.00

## **PAYMENTS**

- All payments must be paid in person at the City of New Carlisle Administration Building between the hours of 7am - 3pm, Monday-Friday. The building is located at 331 South Church Street, New Carlisle, Ohio, 45344.

**A total of 3 Banners will be printed. Two banners will remain with the city and one banner will be given to the applicant for their personal use.**

# HOMETOWN HEROES

## MILITARY BANNER PROGRAM APPLICATION |

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### I. APPLICANT INFORMATION

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Street Address \_\_\_\_\_

City/ State/Zip. \_\_\_\_\_

Relationship to Service Member:

Spouse \_\_\_\_\_ Parent \_\_\_\_\_ Sibling \_\_\_\_\_ Child \_\_\_\_\_ Other (Specify) \_\_\_\_\_

### II. SERVICE MEMBER INFORMATION

*\*\*Banner will use exact spelling, military branch information from this form\*\**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

**\*\*PLEASE CHECK ALL THAT APPLY\*\***

Residency of New Carlisle: Current \_\_\_\_\_ Past \_\_\_\_\_

Tecumseh Graduation Date (if applicable) \_\_\_\_\_ City Employee \_\_\_\_\_

Military Branch (Select one)

\_\_\_ Air Force

\_\_\_ Marine Corps Reserve

\_\_\_ Air National Guard

\_\_\_ Coast Guard

\_\_\_ Air Force Reserve

\_\_\_ Coast Guard Reserve

\_\_\_ Army

\_\_\_ Navy

\_\_\_ Army National Guard

\_\_\_ Navy Reserve

\_\_\_ Marine Corps

\_\_\_ Other: \_\_\_\_\_



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## MILITARY BANNER PROGRAM APPLICATION |

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### PLEASE VERIFY THAT ALL REQUIRED DOCUMENTS ARE INCLUDED WITH THIS APPLICATION

*\*\*Failure to include shall result in a denied application\*\**

*\*\*Please bring copies with you. The city will not make copies on your behalf\*\**

\_\_\_\_ Check made payable to "The City of New Carlisle" in the amount of \$55.00

\_\_\_\_ Copy of Applicant Driver's License

\_\_\_\_ High-Res Photo of Veteran

\_\_\_\_ Dates of Military Service \_\_\_\_\_ to \_\_\_\_\_ (Example: 1954-1958)

\_\_\_\_ Proof of military service / honorable discharge

\_\_\_\_ Copy of DD-214 with SSN blacked out

or

\_\_\_\_ Copy of Veteran's ID Card

By signing this application form I agree that all the information provided above is correct. Failure to provide one or more of the requested items above may result in the denial of my application. I also give the City of New Carlisle and associated vendors permission to use the service member's image and likeness on the printed banner and in promotional efforts including websites, social media platforms, and publications. This signed agreement states that I have read and agree to all terms set forth in the Hometown Heroes Military Banner Program Policy and Application.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date