



City of Sanger

MILITARY BANNER PROGRAM

GUIDELINES

The City of Sanger Military Banner Program was established in 2015 as a joint project with the City, Veterans Advisory Committee and the Sanger Veteran Organizations to recognize, honor, and pay tribute to our local military service personnel. Banners honoring our brave service men and women will be proudly displayed throughout the City of Sanger as a way for our community to express our gratitude for their service to our country.

The Military Banner Program is administered and managed by and through the City Manager's Office of the City of Sanger. The City of Sanger Military Banner Program Guidelines provide details on how to participate in the program, including eligibility requirements and application process. The Guidelines are available at the City's website www.cityofsanger.net or at Sanger City Hall, 1700 7th Street, Sanger, CA 93657, or by contacting the City Manager's Office at (559) 876-6300, extension 1500.

2020 Military Banner Application Period, Cost, and Deadlines

Applications for the Military Banner Program, required documents, and fees must be delivered to Sanger City Hall, 1700 7th Street, Sanger, CA 93657, as follows:

[NEW Banner Application - Deadline is April 3, 2020, 4:00 PM](#)

The cost for participation is **\$275.00** per banner. You may choose to solicit sponsorships from a local business or organization using the Sponsorship Form.

[Re-Hang/Renewal Banner Application - Deadline is May 12, 2020, 4:00 PM](#)

The cost for participation and re-hanging your Military Banner is \$35.00 per banner. You may submit application and fee in-person or pay online at www.cityofsanger.net, then call (559) 876-6300, ext. 1500, to schedule an appointment to drop off your Military Banner at Sanger City Hall. **Note: Due to wear of banner caused by age and weather, and for public safety, banners that have been hung for four (4) program years are not eligible to be re-hung.** However, a new banner may be purchased by completing a New Banner Application and providing the required documents and fees. Please call Corina Tamez, City Manager's Office, at (559) 876-6300 to review your banner.

Participation is limited to one banner per service person. Note: fees are subject to change without notice. The fee for participation is determined by the costs of the banner which include production, brackets and miscellaneous hardware, installation and removal and shall be borne by the applicant and/or sponsor.

Checks should be made payable to: The City of Sanger.

Eligibility

Banner candidates must be: (1) On active duty in one of the branches of the U.S. Armed Forces; or (2) A veteran who was honorably discharged or given their life serving in the United States Armed Forces. *The U.S. Armed Forces include: Army, Navy, Air Force, Marine Corps and Coast Guard.* And (3) the service member must either be a resident of the City of Sanger or have an immediate family member residing in the City of Sanger (spouse, parent, grandparent, brother, sister, son, daughter, aunt or uncle).

Proof of eligibility includes but is not limited to: A DD 214 Form, possession of a United States Uniformed Services Privilege and Identification Card (U.S. Military ID, Geneva Conventions Identification Card, Common Access Card or USPIC or Active Military Service Organization Membership Card). This is an identity document issued by the United States Department of Defense to identify a person as a member of the Armed Forces. In addition, possession of a DA Form 2-1 (Enlisted Record Brief) or DA Pam 600-8 (Officer Record Brief). An Enlisted or Officer Record Brief is a one page Army form that provides a summary of an enlisted Soldier's qualifications and career history. The City of Sanger will not photocopy nor retain Military ID, but will review the ID at time of application submittal for verification.

Resources for military verification:

- Veteran's Office: (559) 600-5436
- The Department of Defense website: <http://www.defense.gov>
- Veterans Service Records: <http://www.archives.gov/veterans/military-service-records/>

Verification of residency: Provide a copy of current utility bill or driver's license of service member or applicant.

Requesting a New Banner

A New Banner Application shall be completed and submitted to the City of Sanger with a hard copy 5 x 7 high-resolution color or black and white photo of service member in uniform, and any related fee(s) and other documents as described within the application and guidelines. Photo will not be returned. Applications are available at Sanger City Hall located at 1700 7th Street, Sanger, CA 93657 or at the City's website at www.cityofsanger.net.

Re-Hang a Banner

To renew and re-hang an existing Banner, a Re-Hang Application shall be completed and submitted along with the banner and application fee to the City of Sanger. **Note: Due to wear of banner caused by age and weather, and for public safety, banners that have been hung for four (4) program years are not eligible to be re-hung.** However, a new banner may be purchased by completing a New Banner Application and providing the required documents and fees. Please call Corina Tamez, City Manager's Office, at (559) 876-6300 to review your banner.

Selection Process

Applications will be accepted during the application period and reviewed on a first-come, first-served basis by the City of Sanger, City Manager's office. Priority will be given to active military members that reside in the City of Sanger.

Location/Installation

Banners will be installed along Academy Avenue between Church and Annadale. The number of, and specific banner locations shall be determined solely by the City of Sanger and may be revised without prior notice. Banners will be installed annually in May prior to Memorial Day and will remain on display until Veterans Day. After the designated display period, banners will be presented to the honoree (or applicant) at a City Council Meeting.

The City of Sanger will be responsible for the installation and removal of banners. Once produced and installed, banners shall remain on the property of the City until removed and presented to the honoree, family or applicant.

Banner Styles

Banners will be designed and purchased by the City of Sanger as determined by the City and the Sanger Veterans Advisory Committee. This includes: City of Sanger and logo, the name and rank of the honoree, the conflict/era and Military branch in which they served, photograph of service member in uniform, and the name/logo of sponsor and/or family (if applicable). Banners will be produced in full-color, double-sided and measure 30" x 96".

Sponsorship

Donations may be solicited to help fund the Military Banner Program and as such, fees may be offset or reduced. Applicants may access a Sponsorship Form at the City's website www.cityofsanger.net or by requesting through the City Manager's office.

Waiver

Banners will be produced using the information provided on the application. As such, the City of Sanger is not responsible for misspelling or any incorrect information written or provided on the application, or by approved banner proof.

The City of Sanger is not responsible for replacing banners that are stolen, damaged, or destroyed due to age, weather, sun, vandalism, or any acts of nature including high winds. (The City may, however, choose to assist with the reinstallation of banners that have fallen off the pole due to extreme elements.)

By applying for and receiving approval to sponsor a banner, each applicant and/or sponsor agrees to indemnify and hold the City of Sanger, its elected officials, officers, employees, agents and volunteers free and harmless with respect to any and all liabilities, claims, lawsuits and/or damages of any nature whatsoever that allegedly arise from or are connected to the approval of the applicant's banner application, including the display of, and/or damage to or loss of any banner or banners.