DESIGN THE NAME PLAQUE

Using the boxes below, complete the name and rank as it will appear on the plaque. Only 2 lines with a maximum of 20 characters per line (letters, spaces, numbers, punctuation). Print clearly to ensure accuracy.

Full Name

Rank and Branch

HOW TO SUBMIT THE NOMINEE APPLICATION

Nomination form and eligibility documents may be submitted to:

1. Email: recreation@pico-rivera.org
2. By mail or in-person to:
   a. City of Pico Rivera, Parks & Recreation Department, C/O Pico Rivera Veterans Memorial,
      6767 Passons Bvd, Pico Rivera, CA 90660.
      Office Hours are Monday – Friday 7:00am – 5:30pm. Closed on City Holidays.

Payment Information

The required donation of $200 per plaque must be included with each application. Payment can be made by credit card, cash or check (payable to the City of Pico Rivera).

Plaque Installation Schedule

The City will be accepting the first round of applications from Memorial Day 2019 through July 2019. The name plaques take a minimum of 6-8 weeks to be produced and staff is anticipating the first round of plaques to be installed in late July through mid-September 2019. After this initial period of installations there will be a set schedule:

<table>
<thead>
<tr>
<th>Application Received</th>
<th>Plaque Installed</th>
</tr>
</thead>
<tbody>
<tr>
<td>April - August</td>
<td>One week prior to Veterans Day</td>
</tr>
<tr>
<td>September - March</td>
<td>One week prior to Memorial Day</td>
</tr>
</tbody>
</table>

For more information, please call the Parks & Recreation Department at (562) 801-4430.

FOR OFFICE USE ONLY

Date Received: ______________

Required Documents Attached:

   _____ DD-214       _____ Residency Verification       _____ Military Designation Documentation
   _____ Written Special Request (if needed)

Payment: Check _____  Cash _____  Credit Card No. ____________________________

Reviewed/Approved by: ________________________________

Comments/Notes: ______________________________________

__________________________________________________________________

Last Revised May 15, 2019