



CITY OF  
**WOODLAKE**

# MILITARY & VETERANS BANNER PROGRAM

**APPLICATION FORM:** Pick up applications at Woodlake City Hall, or download the form from [CityOfWoodlake.com](http://CityOfWoodlake.com)

**APPLICATION DATES:** Applications will be accepted from March 1st to May 31st.

**COST:** The cost of the banner is \$200. (30"x60", double sided)

**BANNERS:** The banners will be displayed on lamp posts in/around City Park year-round until they are no longer serviceable, with an estimated expectancy of 5-7 years. At that time, you will have the opportunity to take ownership of the banner and purchase a new one if you wish.

**ELIGIBILITY:** To qualify, the Honoree must be a current or past member of the United States Armed Forces. The Honoree must have lived or be currently living within the City of Woodlake area, as defined by the boundaries of the Woodlake Unified School District. Lastly, the Honoree's discharge from military service must be honorable.

**CEREMONY:** This will be held at the July 3rd Blast event at Woodlake City Park.

**QUESTIONS:** Contact Jennifer Reynolds at [JReynolds@ci.woodlake.ca.us](mailto:JReynolds@ci.woodlake.ca.us)

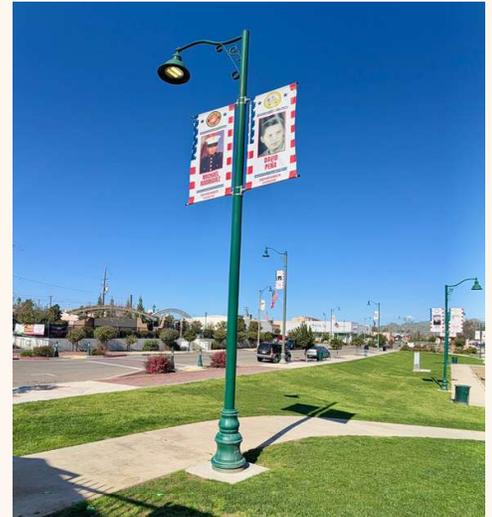
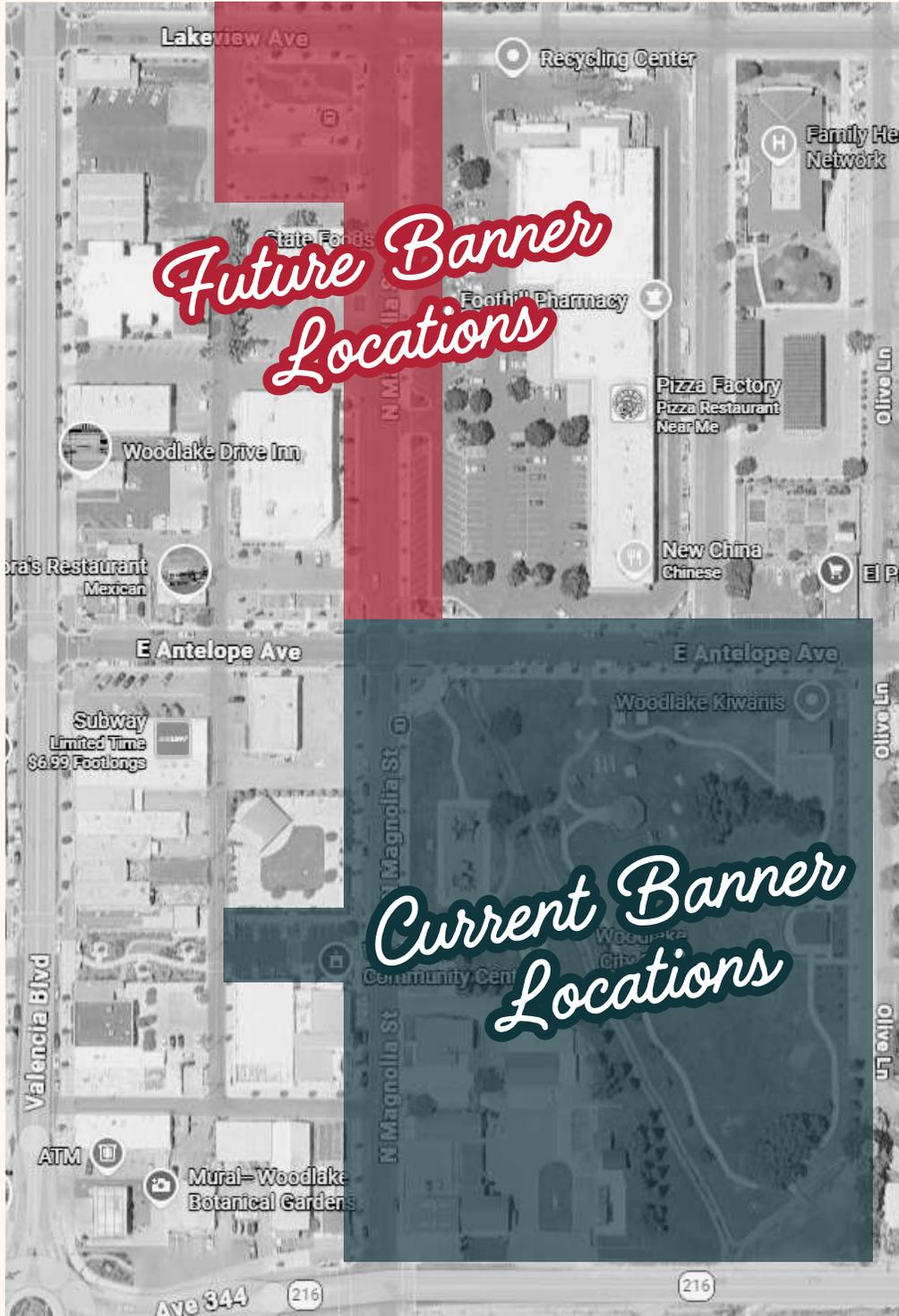
[WWW.CITYOFWOODLAKE.COM](http://WWW.CITYOFWOODLAKE.COM) | WOODLAKE CITY HALL: 350 N. VALENCIA

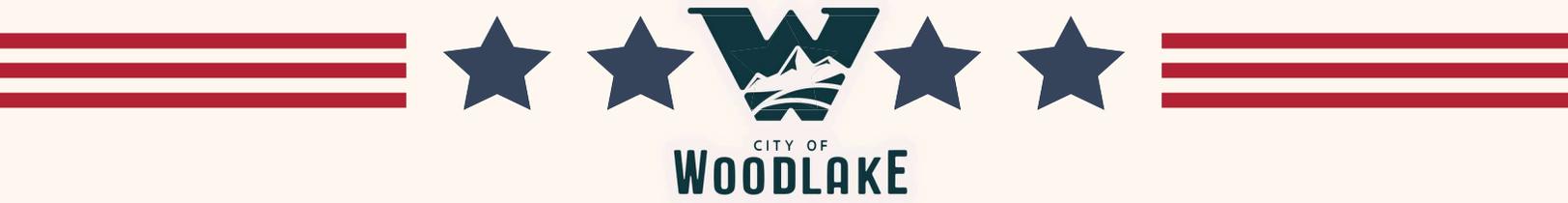




CITY OF  
**WOODLAKE**

# MILITARY BANNER LOCATIONS





# MILITARY BANNER PROGRAM APPLICATION

## HONOREE INFORMATION:

*(please complete this information as you want it to be seen on the banner)*

**First & Last Name:** \_\_\_\_\_

**Branch:**  
Army      Navy      Air Force      Marines      Coast Guard

**Photo:** Please email a high resolution photo to Jennifer at [JReynolds@ci.woodlake.ca.us](mailto:JReynolds@ci.woodlake.ca.us), or drop off a printed photo with this application that can be scanned. (the photo will be returned to you)

**Bio:** Please give some additional details on the honoree that can be used at the July 3<sup>rd</sup> ceremony *(ie: Years of service, where he/she served, KIA or POW, etc.)*



## APPLICANT INFORMATION:

*(The information of the person provided will serve as the main point of contact for the Honoree for the July 3<sup>rd</sup> ceremony & other potential events)*

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Relationship to Honoree:** \_\_\_\_\_

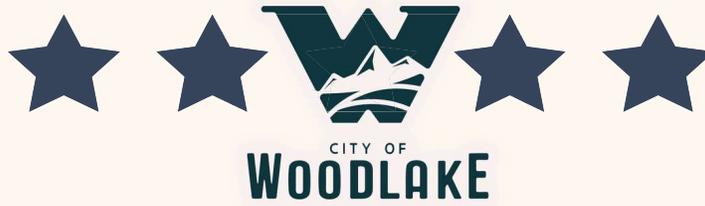
**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**2026 APPLICATION PERIOD: March 1<sup>st</sup> to May 31<sup>st</sup>, 2026** | After this collection time period, banners will be designed & proofs sent to the 'Applicant' point person listed above to proof.

**UNVEILING CEREMONY:** This will take place at Woodlake City Park the evening of **July 3<sup>rd</sup>** at the annual July 3<sup>rd</sup> Blast, organized by the Woodlake Kiwanis Club & Courtney Hengst. Applicants and Honorees (if applicable) are invited to be involved and will receive additional information directly from the Woodlake Kiwanis Club.



# MILITARY BANNER PROGRAM POLICY

## **PURPOSE:**

It is the purpose of this policy to establish regulations under which the City of Woodlake will permit the use of streetlight poles to display Military Banners. The display of the Military Banners will pay homage to our veteran community, contribute to the community's quality of life, while lending a special character to City Park—home of the July 3rd Blat event. The Military Banner Program is to be used for the benefit of recognizing those who are currently serving or who have served in our United States Armed Forces.

## **ELIGIBILITY:**

To qualify, the Honoree must be a current or past member of our United States Armed Forces. The Honoree must have lived or be currently living within the City of Woodlake area, as defined by the boundaries of the Woodlake Unified School District. Lastly, the Honoree's discharge from military service must be honorable.

## **APPLICATIONS:**

The City will begin taking applications on March 1st, 2026. Completed applications, photos and payment must be received no later than May 31st, 2026 to allow adequate time for banner production. The banner application may be obtained at the City of Woodlake City Hall building, or online at [www.CityOfWoodlake.com](http://www.CityOfWoodlake.com). Banners will be flown year-round, honoring the Honoree's military service. Should any of your contact information change, the Applicant is responsible for notifying the City of Woodlake.

## **PRICING:**

Banners cost \$200, which includes design printing (30"x60" double-sided), installation and hardware. Checks are payable to the City of Woodlake, pricing is subject to change. The City of Woodlake is responsible for having the banner produced and installed and the applicant is responsible for its cost and providing accurate information on the application.

## **PROCESS:**

The Military Banner Program committee will provide recommendations including but not limited to: banner condition assessments/referrals, photo approvals, application guidelines and processing, fee structure, program policy and designated banner-hanging zones. There are a limited number of poles in Woodlake City Park and the surrounding area, as such, the City of Woodlake is offering this program on a first-come, first-served basis. The City of Woodlake shall make the final determination of the banner location. Location requests may be made to be near a particular banner (ie: friends/family) installed in the same application period, but specific pole location requests will not be accepted. Once a banner is on a pole, it will not be moved unless determined by the City of Woodlake. Once banners are installed by the City, they will be displayed until the banner starts to show deterioration, or the applicant requests to have it taken down. When the banner loses its integrity, City staff will contact the applicant by phone, email, or by mail to arrange for pick up from the City. If the applicant would like to honor their service member again, he/she may purchase another banner at the current banner cost of the program during the next application period. Any banners unclaimed will become property of the City of Woodlake. The City of Woodlake reserves the right not to install a banner if the requirements of this banner program are not met. By submitting an application, the applicant agrees that he/she has permission to use the service member's likeness, name and photo on the banner. By submitting this application, the applicant also agrees to all the regulations set forth within.

## **BANNER SPECIFICATIONS:**

The banner will feature a full-color, double-sided design with service member's name, military branch, and photo. Photograph requirements: Applicant must provide a military photograph (digital or physical) of the service member, preferably dressed in military uniform or from the time of the military service. The City of Woodlake is not responsible for lost or damaged photos. Banner information, including military branch and spelling of service member's name will be taken directly from the application.

I have read and agree to the terms set forth herein:

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Applicant's Signature

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Date