The Military Service Recognition Program was established by the City of Burbank to honor and recognize currently serving, active military personnel from Burbank.

**ELIGIBILITY REQUIREMENTS**

To qualify, honorees must meet the following requirements:
- Active duty military personnel from the United States Armed Forces; AND
- Current Burbank resident; OR
- Immediate family member of current Burbank resident (husband/wife, son/daughter, grandson/granddaughter) *Military honoree must have lived in Burbank at some point*

**PRICE PER BANNER: $225**

Price includes: (1) double sided 21”x 76” vertical banner, production, installation/removal, and two year display.

**Renewal Option #1 (Current banner has no damage/fading)**
- $50 for additional 1 year display
- $100 for additional 2 year display

**Renewal Option #2 (Current banner requires replacement due to damage/fading)**
- $125 for new banner and additional 2 year display

*Banner will be removed and presented to each honoree/family during the City’s Veterans Day Ceremony upon conclusion of the display term.*

As an ongoing program, order forms will be accepted at any time by those who wish to purchase a banner. Banner installation takes place twice a year.

- Installation: Early May  
  Order Deadline: March 15
- Installation: Late October  
  Order Deadline: September 1

Banners will be located throughout Third Street between Olive Avenue and Burbank Boulevard. The installation location is at the discretion of the City.

*The City of Burbank is not responsible for replacing banners that are stolen, damaged, destroyed due to sun, weather, age, vandalism or any act of nature such as high winds.*
SERVICE PERSON INFORMATION
Please print information as it should appear on the banner.

First Name: _____________________________________________

Last Name: _____________________________________________

Branch: [ ] Army [ ] Navy [ ] Air Force [ ] Marines [ ] Coast Guard

Rank: __________________________________________________

Active Duty Address: ______________________________________

Active Duty Military Email: ________________________________

REQUESTER CONTACT INFORMATION
Requester Name: _________________________________________ Relationship: _________________________________

Address: _______________________________________________

City, State, Zip Code: _____________________________________

Email: ______________________________________ Phone: (___) _______ - ________

Please include the following:
[ ] Proof of Burbank residency for service member or immediate family member
  (copy of current utility bill or driver’s license)
[ ] Proof of Active Duty
  (Verification of active duty dates with copy of military orders or military ID)
[ ] Check made payable to: City of Burbank Military Service Recognition Program

Submit order form, required attachments, and payment to:
By mail: City of Burbank Parks & Recreation Department
  Attn: Military Service Recognition Program
  P.O. Box 6459, Burbank, CA 91510-6459

Drop off: McCambridge Recreation Center
  1515 N. Glenoaks Boulevard
  Burbank, CA 91504

OFFICE USE ONLY
Form received: __________  Install: __________  Renewal: __________  Renewal: __________  Removal: __________
Check # __________________  ____________________________________________________________