



# CENTRALIA AVENUE OF FLAGS



Honoring Deceased Veterans

## PROJECT GUIDELINES

### Rules/Guidelines:

- Must be deceased U. S. Veteran
- Flags can be flown up to three days without being illuminated.
- Veteran may not have any flag flying in another Avenue of Flags in memory of that veteran
- One veteran per flag set (cannot list multiple veterans on plaque)
- Veteran does not have to be from Centralia area or buried in Centralia area
- Dennis Mills –Veterans Killed in Action contact

### Flag set includes:

- 2 ten foot 18-20 gauge poles
- Base for flag (2" pvc pipe cut into 18" sections, pvc cap, concrete, gravel 3-4" below 24" depth)
- 5'X8' nylon flag (purchased from VFW –cost)
- Hardware to attach flag to poles
- Plaque with clip to attach to pole (plaque would include name of veteran, Branch of service, rank, date of birth, date of death)
  - Veteran Killed in Action – plaque will be blue in color
  - All others will be black in color
- Cost: \$100.00 per flag set.

### Payment and Inventory Tracking:

Centralia Board of Aldermen approved all bookkeeping and documentation for this project to be handled by city hall staff.

Payments made at City Hall payable to "City of Centralia" – submit form with payment

Separate account will be set-up in the City's General Ledger to track all purchases, donations, etc.

Database will be prepared by city hall staff for all donations and flag set information and will be used as follows:

- Order plaque to attach to each individual set
- Balance monthly donations/flag sets to City General Ledger and report to committee
- Prepare print-out of all Avenue of Flags flag sets to be added to Cemetery Directory information

Purchase of flags and materials will be done with city purchase orders and bills paid by city from Avenue of Flags funds.