



CITY OF GALT MILITARY BANNER PROGRAM POLICY AND GUIDELINES



PURPOSE

It is the purpose of this policy to establish regulations under which the City will permit the use of City owned streetlight poles to display Military Banners. The display of the Military Banners will contribute to the community's quality of life, which lend a special character to the City of Galt.

GUIDELINES

Eligibility for Placement of the Military Banner Program Banners

- By enactment and administration of the Military Banner Program, the City does not intend to designate City light poles for expressive activity or render City light poles into a public forum for expressive activity.
- Applicant or Service person must be a resident of the Galt Joint Union High School District (GJUHSD)

Banner Content

1. Military Banner Program is to be used for the benefit of recognizing those who are currently serving or who have served in the United States Armed Forces and pay tribute to our veterans and deceased veterans.
2. The City Clerk's Department shall manage the Military Banner Program and have sole authority to approve the installation of banners meeting the requirements as stated in these guidelines for this program.
3. The City is responsible for the production of the banner and the Applicant is responsible for the cost of the banner.
4. The text of the banner will list the name of the person, service branch, and name of sponsor. The banner shall also include the words "Galt Proudly Honors".

Procedures

1. The banner application may be obtained from the City of Galt's website at www.ci.galt.ca.us or you may contact the City Clerk's Office to have one emailed to you by contacting the City Clerk's Office at 209.366.7130 or clerk@ci.galt.ca.us.
2. The City's decision to install any banners will be based on the availability of City staff, resources and staff scheduling for installation and removal.

3. Banners will be installed on a quarterly basis (January, April, July and October).
4. The City shall make the final determination of the banner location.
5. Once banners are installed, they will be displayed for two (2) years maximum or until the banner starts to show deterioration. At the end of the display period, City staff will contact the family and/or applicant to arrange for pick up from City Hall within a reasonable timeframe once the banner has been taken down. Any banners unclaimed after this time will become the property of the City.
6. After the display period, if the applicant is interested in another banner, a new application will need to be submitted along with the appropriate fee.
7. Replacement banners are available for purchase as long as the replacement takes place within the two-year period. This would apply to banners being replaced due to severe damage from extreme weather elements and/or change in banner type such as Active, Veteran and Memorial.
8. The current fee for a banner is \$100. Please note the fee may be increased due to increased cost to the City including cost of installation and maintenance.
9. The City will conduct periodic inspections; however, the City shall not be responsible for damage to banners falling off the pole, extreme weather elements or other unforeseen events.

Other Specifics and Requirements

1. Applications are accepted on a year round basis and banners are installed 4 times during the year depending on pole availability.
2. A waiting list shall be established based on the date the complete application is received in the City Clerk's Office.
3. Installation shall be the responsibility of the City.
4. Design and production of banners is the sole responsibility of the City.
5. Once produced and installed, banners shall remain the property of the City until removed and presented to the family or requestor.
6. All banner requests shall be submitted on the approved application along with a picture and verification of honoree's military status.
7. Banner installation shall be limited to City poles with approved banner brackets.

The City reserves the right not to install a banner if the requirements of this banner program are not met.