

**City of Portland  
Hometown Heroes  
Banner Program**

The City of Portland is proud to announce the Hometown Heroes banner program. This program serves as a tribute to recognize the men and women from Portland, who have served or are serving our country in a branch of the military. Each individual banner is unique and will include their picture, their name, rank, branch of service, and era of service.

**Hometown Heroes Banners**

- ❖ The banners are 24" wide and 48" high and will be located on streets throughout the City.
- ❖ The banners will be displayed yearly from May until after Veteran's Day.
- ❖ Cost of banners \$250.00 to families, individuals, sponsors, and civic organizations. Accepted forms of payment: cash, check, money order, or credit/debit card (2.75% fee for card).
- ❖ The City will accept contributions of any amount to be used for the banner program.
- ❖ Applications can be found on our website: [www.cityofportlandtn.gov](http://www.cityofportlandtn.gov); or the business office at City Hall, 100 S. Russell Street, Portland.
- ❖ Applications will be accepted from October 1 until December 31 of each year.
- ❖ Only a limited number of applications will be accepted each year on a first come, first serve basis. The schedule is as follows:

2023	20 applications
2024	30 applications
2025 and beyond	50 applications
- ❖ Applications will only be accepted and processed with a fully completed application form, photo, and payment. No applications will be accepted after December 31 or after the yearly limit has been met (the City will not hold the applications).
- ❖ A valid email must be provided. The City will send a proof of the banner to the email address in which a signature is required to verify the information on the banner (name, rank, branch of service). After the proof with the signature is returned to the City, the banner will be ordered.
- ❖ Applications will be accepted in the Business Office at City Hall or by mailing with the required information to:

City of Portland, Hometown Heroes, 100 S. Russell St., Portland, TN 37148

**\*\*\*\*PLEASE NOTE THAT CASH PAYMENTS WILL ONLY BE ACCEPTED AT CITY HALL – PLEASE DO NOT  
MAIL CASH\*\*\*\***

- ❖ Banner placement will be solely at the discretion of the City of Portland.
- ❖ Please contact Brandon McGuire at City Hall, 615-325-6776 ext. 225 with any questions about the banner program.

**Ways to Support the Portland Hometown Heroes Banner Program**

Anyone may purchase or sponsor a Hometown Heroes banner provided the above requirements are met (application form, photo, and payment).

Contributions toward the program will be graciously accepted and appreciated. The City will use the contributions to support the banner program.

## Explanation of the Application

### ALL INFORMATION ON APPLICATION FORM MUST BE LEGIBLE

#### **Veteran Information Section**

1. This section must include the Veteran's name as it should appear on the banner and their rank.
2. What branch of service.
3. Include the years the veteran served and the era (if applicable).

#### Era

- Global War on Terror (Sept 22, 2001 - Present)
- Persian Gulf War (Aug 22, 1990 - Aug 31, 1991)
- Cold War (Sept 2, 1945 - Dec 26, 1991)
- Vietnam Conflict (Feb 28, 1962 - Nov 7, 1975)
- Korean War (June 27, 1950 - Jan 31, 1955)
- WWII (Dec 7, 1941 - Dec 31, 1946)
- WWI (Apr 6, 1917 - Nov 11, 1918)
- Spanish American War (Apr 1898 - Aug 1898)
- Civil War (1861 - 1865)

4. If there is a sponsor for the banner, please include the name.

**\*\*\*\*THE SPONSOR'S NAME WILL NOT BE ON THE BANNER\*\*\*\***

#### **Purchaser Information Section**

1. Name of purchaser that will be responsible for approving banner proof and answering any questions the City may have.
2. What is the purchaser's relation to the veteran.
3. Please provide a good phone number and email address.
4. Purchaser address.

#### **Photo Section**

1. The photo must be the following:
  - Legible
  - Original Photo – it will be mailed back to purchaser at the address provided.
  - Veteran in uniform (combat, service, or dress).
  - Photo of veteran only. No family or platoon/squad photo will be accepted.

Please read and sign the form. Only forms that are complete will be accepted. The form must include a photo and payment. Partial completed forms and/or no photo will not be accepted until all requirements are met.

Accepting applications from October 1 - December 31  
Submit an **ORIGINAL PHOTO** – it will be returned.

City of Portland

## Hometown Heroes Banner Application Form

Banners cost \$250 and will be displayed in the City of Portland from May to November of each year. Any questions can be emailed to [bmcguire@cityofportlandtn.gov](mailto:bmcguire@cityofportlandtn.gov).

Form must be filled out completely, payment of banner, and photo must accompany this order form. An email must be provided so a proof of the banner can be emailed to verify spelling of the veteran's name. Once the proof is accepted and signed by the purchaser, the order is placed. It is of the upmost importance that Portland honors our heroes with accurate information. Thank you for taking an interest in this program and allowing us to honor your hero.

### VETERAN INFORMATION

1. Name and Rank (if known) of Veteran being honored:

\_\_\_\_\_

2. Branch of Service: \_\_\_\_\_

3. Era/Years of Service (example 1943-1945): \_\_\_\_\_

4. Sponsor's Name (i.e. Joe & Jane Smith; Mom & Dad; the Smith Family, etc) NAME

WILL **NOT** BE ON BANNER \_\_\_\_\_

### PURCHASER INFORMATION

**\*\*Purchaser will be responsible for approving all proofs.**

1. Name of Purchaser: \_\_\_\_\_

2. Relation to Veteran: \_\_\_\_\_

3. Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

4. Address: \_\_\_\_\_

### PHOTO

Photo must be legible.

Photo of veteran must be in uniform.

Original Photo – it will be returned.

Photo of veteran only (no family or platoon/squad).

By my signature below, I hereby grant Portland permission to use the attached photo (which includes a likeness of me my loved one) in the Hometown Heroes Banner Program and for promotional use. I assume all responsibility for providing accurate, true, and correct information regarding the veteran being honored on the banner. **Submit an ORIGINAL PHOTO – it will be returned.**

\_\_\_\_\_

Sign

\_\_\_\_\_

Date

Accepted payments are cash, check, or credit/debit card. There is a 2.75% service fee for the use of credit card.



## Hometown Heroes Banner Contribution

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Enclosed is my gift of \$ \_\_\_\_\_

I would like my donation applied toward:

☐ Hometown Hero Banner Program  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please make checks, corporate matches, and other donations payable to:

City of Portland, 100 S. Russell St, Portland, TN 37148  
\_\_\_\_\_

☐ Please keep my donation confidential

City of Portland is a government organization. Please keep a copy of this form and your receipt for your records.