CITY OF PLYMOUTH VETERANS MEMORIAL

"OUR DEBT TO THE HEROIC MEN AND VALIANT WOMEN IN THE SERVICE OF OUR COUNTRY CAN NEVER BE REPAID. THEY HAVE EARNED OUR UNDYING GRATITUDE. AMERICA WILL NEVER FORGET THEIR SACRIFICES."

- PRESIDENT HARRY TRUMAN

POLICIES AND GUIDELINES

PURPOSE

In 2014, the Plymouth City Council approved the installation of a Veterans Memorial within the Hilde Performance Center. The Veterans Memorial has been established as a place to remember and honor those individuals who have served our country in the United States Armed Forces. The purpose of this policy is to create a set of guidelines for the names being engraved.

GUIDELINES

All veterans are welcome to be included on the Veterans Memorial Wall within the Hilde Performance Center pursuant to the guidelines below.



- Veterans do not need to reside in Plymouth, MN to be included in this memorial.
- The Veteran named must hold an honorable discharge or a discharge under honorable conditions such as medical, family emergency, etc.
- Completed applications must be submitted with official proof of service (e.g. Original or Certified DD Form 214) and
 payment. Visit www.archives.gov/veterans/military-service-records for a printable proof of service form or to download
 a SF180 form to request proof directly from the National Archives. Photocopies of the original or certified documents
 are unable to be accepted.
- The Veteran listed must have served in the U.S. military.
- Veterans may have served in wartime or peacetime, been full service or a reserve, may be deceased or living.
- Requests should be submitted to the City of Plymouth Park & Recreation Department. Verification and final approvals will be provided by the Beyond the Yellow Ribbon Committee.
- Engraving will be done once each year at a designated time.
- The wall has room to recognize up to 1,300 Service Members.
- Name placement on the wall will be determined by the City.

PROCESS

The City of Plymouth will engrave the name and branch of any Veteran who complies with the guidelines listed above. In order to be included, an application must be completed and submitted with a fee of \$175. Please send applications and payments to: City of Plymouth Parks & Recreation, 3400 Plymouth Blvd, Plymouth, MN 55447.

QUESTIONS

Please feel free to call the Parks & Recreation Department with any questions you may have regarding the Veterans Memorial at the Hilde Performance Center at 763-509-5200 or recreation@plymouthmn.gov.

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APPLICATION

Honor a Veteran by having their name engraved on our Veterans Memorial Wall within the Hilde Performance Center. Veterans do not need to be Plymouth residents, but must comply with the guidelines listed on the Veterans Memorial Engraving Policy. There is a total limit of 30 characters (including spaces & punctuation) for the name and service code combined. Please print and include spaces. Please call the Parks & Recreation office with any questions at 763-509-5200.

We will need to verify either the original or certified copies of the documents proving the service members' honorable discharge. We strongly encourage you to come into our office with the application and original or certificated copies of the documents in order to verify service: City of Plymouth Parks & Recreation, 3400 Plymouth Blvd, Plymouth, MN 55447. If you choose to mail the application and original or certified copies, those documents will be returned to you after verification.

MEMORIAL WALL ENGRAVING										
NAME OF VETERAN BEING HONORED	D:									
E.G.: J O H N Q [$D O E \square \square$									
BRANCH OF SERVICE CODE: E.G.: U S M C	BRANCH OF SERVICE CO USAF – Air Force ANG – Air National Guar USAAC – Army Air Corps ARNG – Army National C USCG – Coast Guard USMC – Marine Corps USN – Navy USMM – Merchant Mar	rd G Guard	USAFR – Air Force Reserve USA – Army USAAF – Army Air Force USAR – Army Reserve USCGR – Coast Guard Reserve USMCR – Marine Corps Reserve USNR – Navy Reserve							
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