



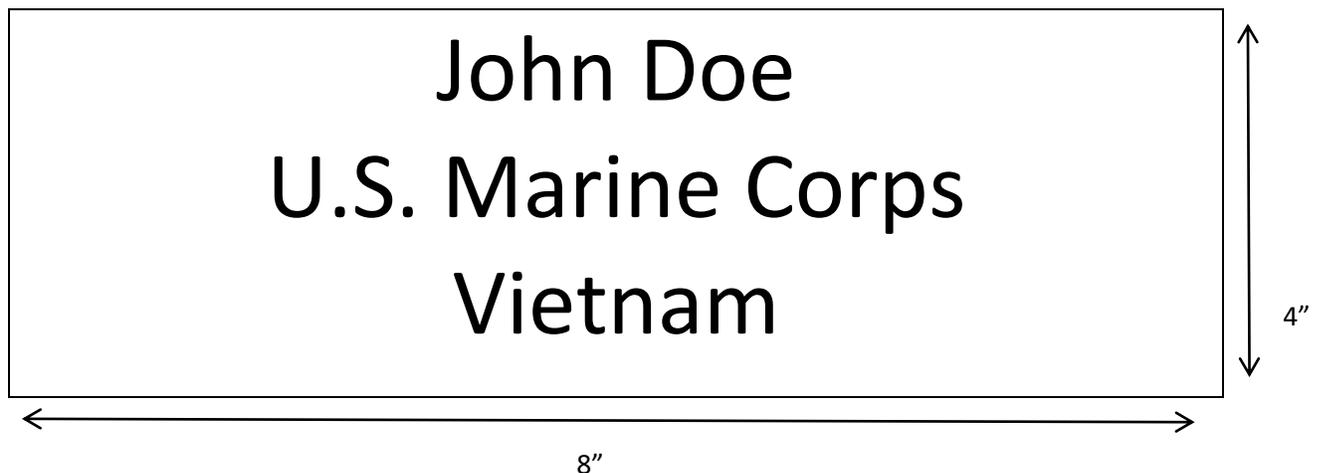
## City of El Centro

# Veterans Memorial / Tribute Wall Engraving Information

All Veterans Memorial / Tribute Wall engravings ordered will be done on granite and are a standard size of 8" x 4". Each purchased engraving will include three lines of text. The first line of text will include the name of the veteran in honor (can include rank if space permits). The format of the name will be first name, middle initial (if desired), and last name. The second line of text will include the branch of service the veteran served in. The final line of text will be open text (subject to approval). Examples include war served, date range of service, Military branch motto, honor / medal received, or rank if not included in name.

All text will be reviewed by the engraving company. It is estimated that up to a maximum of 18 spaces can be accommodated. This is contingent on the lettering involved in the engraving. For example, text including the letters I, L, and T takes up less space than text with W's and M's. All engravings will be done in Helvetica bold font. There will be no exceptions to the font.

The following is an example of a Veterans Memorial engraving including all three lines of text.



The granite wall at the El Centro Veteran's Memorial will include 168 engraveable spaces for honoring both our living and deceased Veterans. They will be sold on a first-come first-served basis for a purchase price of \$200.00 each. The spaces will be sold beginning in the top left corner of the monument wall and sales will proceed from left to right, top to bottom until all 168 spaces have been sold. Spaces remain available for purchase until the City receives a

completed application and payment in full for the given space. All payments are non-refundable once the design of the space has begun by the engraving company.

United States Code Title 38 defines a Veteran as a person who served in the active military, naval or air service, and who was discharged or released therefrom under conditions other than dishonorable. The City will require proof of service of an honoree either by a DD-214 or approved verification of service to process an order. The honoree must have been honorably discharged or died during their service to our country.

The City will provide an engraving “proof” to the purchaser for their approval. The City is not responsible for any errors that have been approved by purchaser. Please review your proof carefully. The City will only accept signed approval from the person who purchased the engraving.

The wall engravings will be done on the Veteran’s Memorial twice per year. The first will be done just prior to Memorial Day and the second just prior to Veteran’s Day. All applications and full payment must be received no later than six weeks prior to the legally recognized Memorial or Veteran’s Day holiday. The engraving company requires a minimum of 20 engravings to perform the work. If the minimum number of engravings has not been purchased, the orders will be held until the minimum is met.

The City will not permit any items to be affixed or applied to the memorial engravings by any persons, including the purchaser of the engraving.

Once the engraving has been done, the City is not responsible for any damages that may occur to the engraving either through vandalism, weather, or other circumstances.

The Veterans Memorial is located at Bucklin Park, 1350 South 8<sup>th</sup> Street, El Centro, California. For more information on purchasing a Veterans Memorial engravings please contact Bianca Sanabria at (760) 337-4543 or by e-mail at [bsanabria@cityofelcentro.org](mailto:bsanabria@cityofelcentro.org).