

2018 FLAGS FOR FALLEN VETS - HOUSTON

Volunteer Instructions for FLAG PLACEMENT

SUNDAY, MAY 27th - Meet at 9:00 AM in the center "HEMI-CYCLE" of the Cemetery

Do not go to the section listed on your Ticket – please **MEET in the CENTER first*

SCHEDULE for the day:

- **9:00 am** – **We all meet in the center** for a brief ceremony and to review instructions
- **TAPS** – is our signal to head to your sections, and begin placement
- **Please** – Once your section is done, please help other areas until cemetery is complete
- **RAIN or SHINE** – *We typically finish around noon, if the weather cooperates*

PARKING:

- You may park in the cemetery, or on side streets - Do not block any roads

Please BRING:

- **Ruler** - to measure **12"** out from the headstones (**Paint stir sticks** work, too :)
- **Screw Driver** - to make a pilot hole for sinking the flags **5"** into the ground.
 - **Or something sturdy** – marked for **5"**

AT YOUR SECTION: Leaders (*in **ORANGE shirts***) are in charge of each section.

- **LEADERS** will take your ticket and **hand out Flag bundles** (1 bundle = 20 Flags).
- **DO NOT take flags**, kindly allow Leaders to hand out Flags
- **FIRST** – people **with a Loved One** interred in that section **always receive Flags, first.**
- **NEXT** – Volunteers **with TICKETS** – receive Flags
- **THEN** – Any Volunteers **without tickets** may receive flags
- **TICKETS** are for specific sections.

FLAG PLACEMENT:

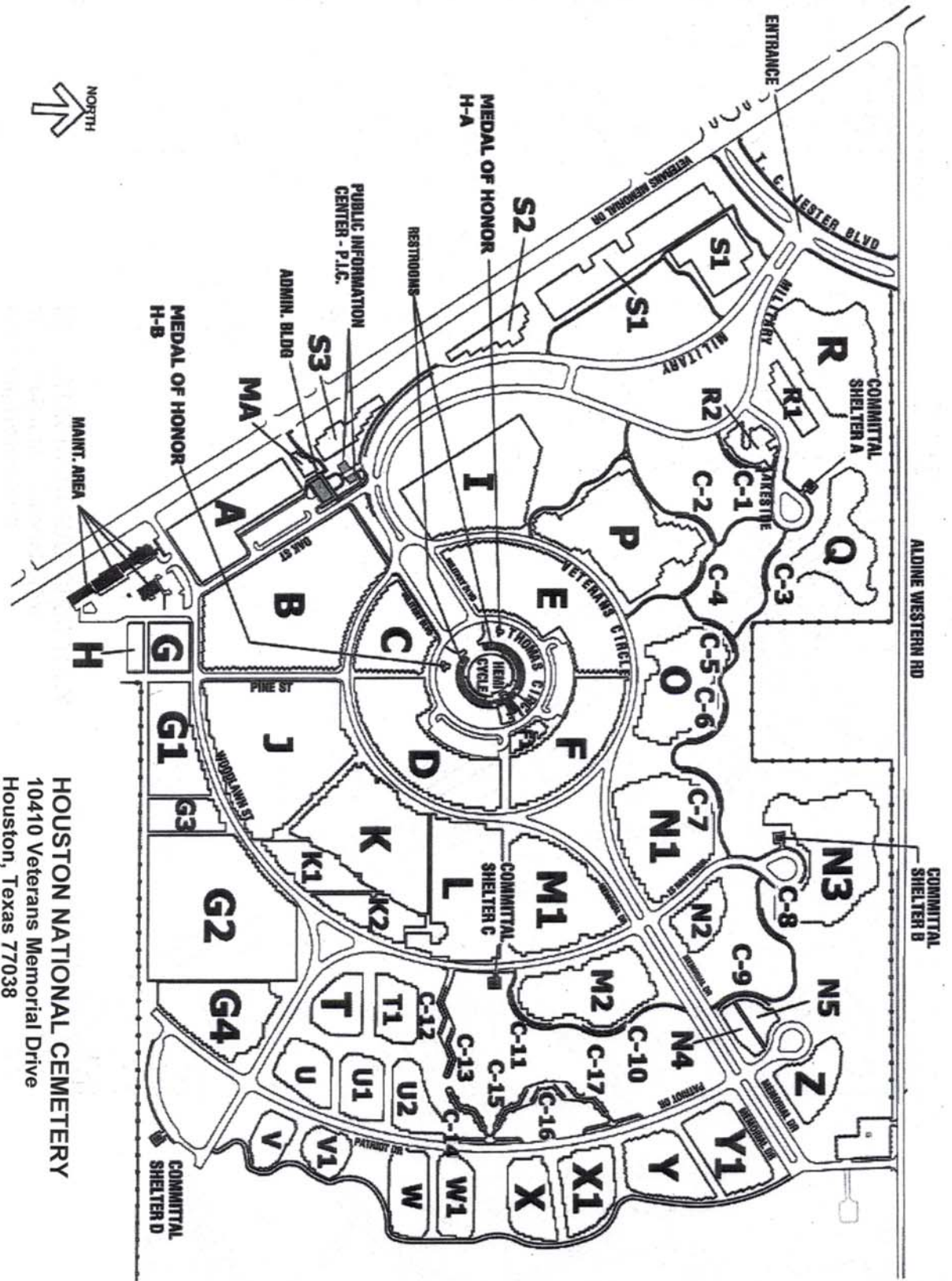
- **HEADSTONES / MARKERS** - Place Flag **12" OUT** and **CENTERED**, then **SINK 5"**
 - **Do not PUSH DOWN on the top of the flags – they WILL BREAK**
- **COLUMBARIUMS** – Place 1 FLAG in front of each column, at the edge of the grass
- **FLAGS** go in **FRONT** of a headstone. NEVER in back, even if there is a name
- **DO NOT MOVE** anything at a gravesite. Just place your FLAG next to anything there
- **SAY EACH VETERANS NAME** as you place a flag and **THANK THEM** for their service
- **FUNERALS** may be in progress, **kindly wait and allow them space**

PLEASE BE SURE TO:

- **RETURN EXTRA FLAGS – EVEN BROKEN ONES** – We recycle & reuse every Flag
- **PICK UP and Place –**
 - **RUBBER BANDS** in one tote
 - **UN-USED GOOD FLAGS** in one tote
 - **DAMAGED FLAGS** in a separate tote
- **COLLECT any TRASH** - We must leave the cemetery in PRISTINE condition

****FLAG REMOVAL is Saturday, June 2nd at 9:00 am****
PLEASE COME OUT TO HELP (and bring 87 of your closest friends!)

THANK YOU so much for helping us HONOR OUR FALLEN VETERANS
WE APPRECIATE YOUR SUPPORT AND PATRIOTISM



HOUSTON NATIONAL CEMETERY
 10410 Veterans Memorial Drive
 Houston, Texas 77038