

**MANNER & METHOD OF VETERAN RECOGNITION
LEANDER VETERANS PARK,
28 APRIL 2014**

REF: (1) C.F.R. 38
(2) Certificate of Discharge from Military Service (*i.e.* – DD-214, NG-22)

1. Veteran Placement on the Memorial Wall.

- (a) All Veterans of Leander, TX, (*within Leander ETJ*) residing in or deceased, who have received an Honorable or Medical Discharge and have served at least 90-days of continuous Active Duty service, may be on the wall.
- (b) Active Duty military personnel are not required to show permanent residence, however verification of residency can be provided by way of a utility bill, or other means.

2. Proof of Military Service.

- (a) Proof of military service shall be accomplished with providing a copy of an original DD-Form 214 (Member 4 copy).
- (b) Texas National Guard or reservists can provide an NG-22 form for separation from the National Guard or Active Reserve component.
- (c) If a DD-214 is not available, they can be ordered online to provide evidence for verification of service (<https://vetrecs.archives.gov/VeteranRequest/home.html>) or completion of the Standard Form 80 (SF-80) available at <http://www.archives.gov/research/order/standard-form-180.pdf> and mailed to National Personnel Records Center, Military Personnel Records, 1 Archives Drive, St. Louis, MO 63138-1002.
- (d) If a veteran is deceased, a copy of the Veteran's death certificate is required to order the DD-214.
- (e) Anticipate six to eight week delivery time for DD-214 from St. Louis.

3. Military Service, *other than active duty* (*i.e.* – Merchant Marine, WASP, WAAC, etc)

- (a) 38 Code of Federal Regulations and Section 401 of Public Law 95-202 outline specific guidelines of acceptable service to meet active duty standards according to Department of Defense, and Department of Veterans Affairs.
- (b) The aforementioned references will be utilized by the Veteran's Committee in determination of "Other than Active Duty service" for placement on the Memorial Wall.

4. Residency for Veterans no longer residing in Leander:

- (a) Home of Residence at time of entry in to Service.

- (b) Residency in Leander at time of Separation (ETS/EAOS)
5. Placement of names for Veterans who are “Non-Leander” residents
- (a) Veteran’s who are not Leander residents can be added to the “Wall of Remembrance” for a donation of \$350 (*with proof of service*)
6. Limits to Size and Name.
- 7.
- (a) First Name, Middle Initial, and Last Name only
- (b) Rank, Years Served, and branch of Service may also be included.
8. Peacetime Veterans
- (a) Peacetime Veterans ARE entitled to be on the wall.
- (b) Refer to Note 1a), all Veterans must have served no less than 90 days of active duty service and received an Honorable or Medical Discharge.
9. Donations
- (a) Donations can be completed in two manners:
- (1) Utilizing the Leander Parks & Recreations website at:
- <http://www.leandertx.gov/parksrec/page/future-veterams-park-leander>
- (2) Email at: Bosak@leanderTX.gov
10. Adding Veterans to the Wall of Remembrance.
- (a) Contact the Leander Parks and Recreation Department at (512) 528-9909
- (b) Email at: Bosak@leanderTX.gov
11. General Information:
- (a) The Phone Number to discuss the Veterans Memorial is (512) 528-9909
- (b) The web site is: <http://www.leandertx.gov/parksrec/page/future-veterams-park-leander>
- (c) The Veterans Memorial will be located at 1200 Sonny Drive (*behind the Library*)
- (d) The Memorial will cost approximately \$1 Million Dollars.



VETERANS PARK - LEANDER, TX

CITY OF LEANDER PARKS AND RECREATION DEPARTMENT



SCALE - 1" = 30' 0"
AUGUST 26, 2013

