

# 2019 FLAGS FOR FALLEN VETS - HOUSTON

## Volunteer Instructions for FLAG PLACEMENT

**SUNDAY, MAY 26th - Meet at 8:00 AM in the center "HEMI-CYCLE" of the Cemetery**

### SCHEDULE for the day:

- **8:00 am** – **We all meet in the center Hemi-cycle** for a brief ceremony and instructions
- **At the Conclusion** – please head to your sections to begin the Flag Placement
- **Please** – Once your area is done, **please** help other areas until cemetery is complete
- **RAIN or SHINE** – *we should 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** – for measuring **12"** from the headstones (**Paint stir sticks** work well, too :)
- **Screw Driver** – for making pilot holes to sink the flags **5"** into the ground.
  - **Or something sturdy** – marked for **5"**

### AT YOUR SECTION:

- **LEADERS will hand out Flag bundles** (1 bundle = 20 Flags).
  - **Please DO NOT take flags**, kindly allow Leaders to hand out Flags
- **FIRST** – People **with a Loved One** in that section **always receive Flags, first.**
- **NEXT** – Volunteers listed on the roster for that section receive Flags
- **THEN** – Any Volunteers **not listed**, will then receive flags

### FLAG PLACEMENT:

- **PLACE FLAGS 12" away from headstone – CENTER the Flag – SINK 5" in ground**
  - **Do NOT PUSH down on the TOP of the Flags – they WILL BREAK**
- **FLAGS – ONLY go in FRONT** of headstones. **NEVER** in back, even if there is a name
- **COLUMBARIUMS** – Place 1 FLAG in front of each column, in the edge of the **grass**
- **We NEVER MOVE** anything at a grave. Just place your FLAG next to any objects there
- **SAY EACH VETERANS NAME** as you place their flag – **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 all Flags
- **PICK UP and RETURN** –
  - **RUBBER BANDS** to one tote
  - **GOOD – Unused FLAGS** to one tote
  - **DAMAGED – FLAGS** to a separate tote
- **COLLECT any TRASH** – we want to leave the cemetery in **PRISTINE** condition

**FLAG REMOVAL is Saturday, June 1st at 8:00 am**

**PLEASE COME OUT TO HELP (and bring 187 of your closest friends!)**

**Meet us in the center for team assignments.**

***THANK YOU so much for helping us HONOR OUR FALLEN VETERANS***

**WE APPRECIATE YOUR SUPPORT AND PATRIOTISM**