

City of Gilroy

Commemorative Flag Flying Application

Application Period: September 1, 2025, through October 31, 2025

Program Period: January 1, 2026, through December 31, 2026

Full Name: _____

Physical Address: _____

Phone Number: (____) _____ E-mail Address: _____

Organization (if applicable): _____

Name of Flag Being Requested: _____

Month the commemorative flag is requested to be flown: _____

☐ Do you intend to hold a ceremony or event for the flag raising? (if not, leave checkbox blank)

Each applicant shall provide a statement of explanation or purpose of the proposed commemorative flag, including what the flag stands for; any local, national, or international affiliation; brief history; website address; and any other relevant information to be considered by the City Council. Please provide that description below.

The following supplemental pages or information are required to be included with the application at the time of application, and the applicant must check the appropriate boxes indicating if they are included.

Included Not Included

☐	☐	Signature Sheets with a total of at least 150 signatures from registered voters in Gilroy. Signatures must be successfully verified by the City per the City Flag Flying Policy to count towards the total. Signatures are not required if an application was submitted in the prior year with 150 verified signatures.
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If not included due to application last year with qualifying signatures, please check this box: ☐

☐	☐	A document identifying the name and a full color image accurately depicting the Commemorative Flag
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☐	☐	Application Fee of \$605 if signatures are required, \$27 if not.
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☐	☐	A document with a detailed description of the proposed flag raising ceremony or event (if the application includes a ceremony or event)
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Applicant Certifications

I, the applicant, certify that I have read and understood each of the following conditions, as indicated by marked checkboxes next to each statement:

	Conditions
☐	If your Commemorative Flag is approved, you must provide the flag to be displayed substantially similar to the image submitted with this application, you must provide it to City staff for inspection five business days prior to its time to be flown, and it must meet the following specifications: • The flag shall be four feet tall by six feet wide • Reinforced grommets must be placed at top and bottom of flag side • 200 denier (or higher) rating nylon or polyester fabric
☐	If you decide to hold a ceremony or event, you may be required to obtain permits, including potentially a Special Event Permit and/or Encroachment Permit, and pay permit fees based on the nature of the event. These permit applications are separate from the Commemorative Flag Flying Application.
☐	Approval of the commemorative flag being flown by the City does not guarantee approval of a required permit for a proposed ceremony or event. Ceremonies or events are separately evaluated from the flag flying, based on the applicant's ceremony or event plan(s).
☐	If an event permit is deemed required and is not obtained, the ceremony or event cannot be held. In such cases, an approved Commemorative Flag will still be flown, but without a ceremony or event.
☐	If conditions of an issued, required permit are not met, the ceremony or event may be cancelled by the City at any time, without refund or financial liability to the event organizer(s). In such cases, an approved Commemorative Flag will still be flown, just without a ceremony or event.

I understand and agree that the information provided in this application and all supplemental information provided is true, accurate, and complete, to the best of my knowledge and belief.

Signature

Date

Printed Name