



**Village of Arlington Heights
Honorary Street Name Sign Program
July, 2007**

As a way to honor Arlington Heights residents who died while serving our country in the Armed Services, the Village has established an "Honorary Street Name Sign Program." The program and application process are described below.

To request an honorary street sign designation, citizens must fill out the "Honorary Street Name Application" (attached) and return it to the Village Manager's Office. Key components of the application include 1) Member(s) of the surviving family must reside in Arlington Heights at the time of the application. 2) The person being honored must have been an Arlington Heights resident.

Upon receipt of the application, the Village's Honorary Street Sign Advisory Committee will review the application for approval. The Committee consists of the Community Relations Coordinator, Police Chief, Fire Chief, Public Works Director and Building Director.

Approval Process:

- 1) Applicant will receive a letter acknowledging receipt of the application and explaining the approval process.
- 2) A letter from the Village will be sent to residents living in the vicinity of the Honorary Street Sign designation to inform them of the proposed sign.
- 3) If approved, the Honorary Street Sign will be hung on a Village street light pole closest to the residence of the honoree or honoree's surviving family.
- 4) The color of the sign will be brown and white to ensure it stands apart from the Village's standard street signs. If the Honorary Sign is to be hung on a pole where a standard Village street sign is already posted, the Honorary Sign will be hung beneath the standard street sign.
- 5) Applicant and honoree's family will be notified on the outcome of the application review. If an Honorary Street Sign is approved, information will be given as to where and when the sign will be posted.
- 6) A Proclamation from the Arlington Heights Village Board will be given to the honoree's family.

Village of Arlington Heights Application for Honorary Street Name Sign Program

Purpose of Program: The Honorary Street Name Program allows citizens an opportunity to honor an Arlington Heights resident who has lost their life while serving our country in the Armed Services. The program is administered by the Village's Honorary Street Sign Advisory Committee.

The portion of the street designated by the Honorary Street Name Sign will be one block long, along both sides of the street, closest to the honoree's Arlington Heights' residence.

Background Information

Applicant's Name, Address, Phone Number: (Name): _____

(Address): _____ (Phone): _____

Name of Honoree: _____
(as it would appear on the street sign)

Proper Street Name: _____

**Intersecting Streets at each end of
the one-block designated street area:** _____

**Name and Address of Surviving Family or
Living Family Member in Arlington Heights:** _____

History of Honoree

Description of Military Service: _____

Years of service in Military: (Starting year): _____ (Last year served): _____

Military Duties performed at time/place of death: _____

_____ **Date of Death:** _____

Signature of Applicant: _____ **Date:** _____

Please mail or drop off this completed form to: Village Manager's Office, 33 S. Arlington Heights Road, Arlington Heights, IL 60005

If you have any questions regarding this process, please call the Community Relations Coordinator at 847-368-5104.