

## How can I participate in this program?

The City of San Fernando's Graduate Recognition Program was created to honor and recognize seniors that reside or have an immediate family member residing in the City of San Fernando.

### Preparing your application

To participate in this program, the following checklist can assist you in preparing your application:

- Submit the attached application (on back);
- Submit proof of graduation (letter from counselor, transcripts, etc);
- Include a copy of the parent driver's license or current utility bill showing the San Fernando address of the senior's parent home;
- Include a minimum 5"X7" portrait style photograph of the graduate in their graduation cap and gown or their senior yearbook portrait for display on the banner (photographs will not be returned). By signing the banner application, you give the City permission to use the photo being given for the banner. Digital photographs with a resolution of 300 dpi or higher will also be accepted and can be emailed to: [Juan Salas at jsalas@sfcity.org](mailto:jsalas@sfcity.org)

### Disclaimer

NOTE: This program is on a first come, first served basis.

Banners will be limited to one (1) per student, and displayed during the summer.

The spelling of the name will be taken directly from this application.

Installation, location and removal of the banners are at the City's discretion. The City is not responsible for lost/stolen banners, or repairs to the banners should they be damaged from inclement weather or damage, aside from normal manufactures warranty.

## Senior Banner (sample)



### Order Placement/Deadline

Applications, along with the required documents and payment, will be due on or before May 29, 2020. The estimated time for processing, art proofing, stitching, production and installation will take approximately 2 weeks. First 25 complete and approved applicants will be taken.

If your application is not approved for any reason, you will receive an email notification explaining the reason application was not approved. A refund will be issued to the applicant, please allow two weeks from date of non-acceptance notice to receive a refund.

## Additional Information

The cost of each banner is \$65, which includes the installation.

- Banners will be displayed on Truman St. between Fox Street and San Fernando Mission Blvd. from the week of June 8, 2020 to the week of August 28, 2020.
- Banners will be returned to applicant after display.
- Graduates must meet the following criteria:

- San Fernando resident
- High School or University Senior
- Graduating in Spring 2020
- Completing required credits from your school to graduate on stage

## Submitting Application

- Fill out the application (on back), included the required documents listed, a check for \$65 and mail or hand deliver to:

San Fernando City Hall  
C/O Graduate Recognition Program  
117 Macneil St.  
San Fernando, CA 91340

- Checks can be made payable to:  
The City of San Fernando
- Any application that is not approved will receive a full refund (allow to weeks for refund).
- City Hall is closed but there is a mail drop off box next to the main entrance.

**Graduate to be Honored** (Please Print Clearly)

Name: \_\_\_\_\_

School: \_\_\_\_\_

**Type of School** (Check one):

☐ Public ☐ Charter ☐ Private

☐ University: \_\_\_\_\_

**SF Resident?** ☐ Yes ☐ No

**Name of Applicant** (if different than above)

**Relation to senior:** \_\_\_\_\_

**Address of Applicant:**

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

To be used to communicate order details only.

Please include the following:

Proof of Residency

Proof of graduation

5"X7" photo or 300+ dpi digital scan file

Copy of ID/driver's license or utility bill

***The spelling of the graduate's name and school name will be taken directly from this application. The cost of each banner is \$65, which includes installation. The display location is at the discretion of the City. The City is not liable for banner replacements, relocation, lost/stolen banners, or repairs from inclement weather beyond normal manufactures warranty.***

\_\_\_\_\_  
Parent name

\_\_\_\_\_  
**Parent/Guardian Signature (if HS student)**

**ABOUT THE CITY**

Only 23 miles north of downtown Los Angeles, the City of San Fernando is nestled at the foothills of the San Gabriel Mountains in the San Fernando Valley. Incorporated in 1911, San Fernando has a population of approximately 25,000, and is a diverse, family-oriented community of about 2.4 square miles.

San Fernando is surrounded by the City of Los Angeles, but offers a small town atmosphere, and a well-planned blend of residential, commercial and industrial development. Once a land of farms and ranches adjoining the Mission de San Fernando Rey, the City is now a vibrant center of manufacturing and commerce. The community enjoys a sweeping view of the San Gabriel foothills and maintains access to Los Angeles and other commercial centers, thanks to a network of freeways and nearby airports. The weather in San Fernando is Mediterranean, with average annual rainfall of 12-17 inches, and 44% humidity. Temperatures range from highs of 90 degrees in summer to lows of 47 degrees in winter.

***City of San Fernando  
117 Macneil Street  
San Fernando, CA 91340  
(818) 898-1220***

*The City of San Fernando does not discriminate on the basis of race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or other legally protected status in employment or the provision of services.*

*The provisions of this bulletin do not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revoked without notice.*



## Graduate Recognition Program

Honoring those graduating in 2020

### **Eligible Students**

**High School or University Senior**

**San Fernando Resident**

**Must be graduating in Spring 2020**

**Public, Charter and Private school students**

### **FILING DEADLINE:**

**May 29, 2020**

**Apply Immediately**