

Veterans Memorial in Silver Spring Township

Customized 6x9 Granite Wall Mounted Plaque

Granite plaques will be placed on sponsorship walls at the entrance to the memorial. Each plaque is made from absolute black granite and HD laser etched. In addition to honoring a loved one or recognizing your business or organization, your donation will directly fund the memorial building fund and is 100% tax deductible.

STEP 1- Choose your layout selection

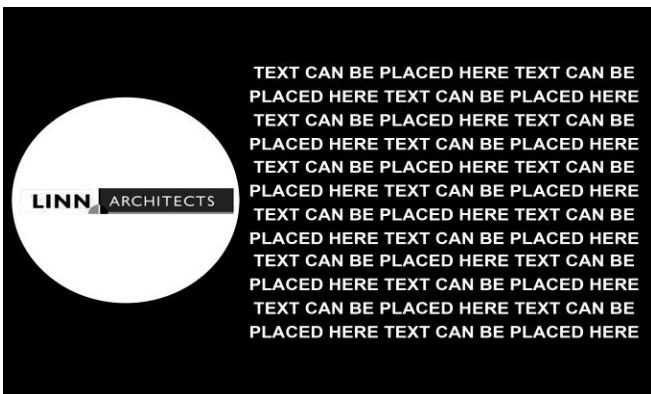
LAYOUT 1



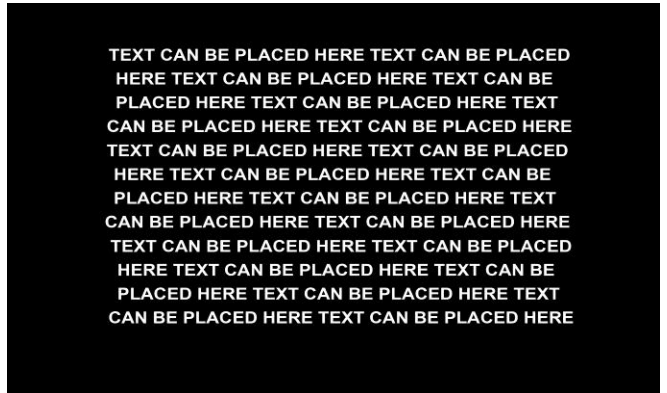
LAYOUT 2



LAYOUT 3



LAYOUT 4



STEP 2- Please submit your image file(s) or select icon(s) if choosing Layout options 1,2 or 3



USAF



ARMY



NAVY



USMC



USCG



SILVER STAR



NAVY CROSS



AIR FORCE



**DISTINGUISHED
SERVICE CROSS ARMY**



***RANK BADGE**



***ORGANIZATIONAL
LOGO**



***UNIT CREST**



***CORPORATE
LOGO**



***MILITARY
IMAGE**



***PORTRAIT**

**Please submit your image file with your Order form*

STEP 3- Portrait or logo submission- if using layout 1-3

Portraits, logos, or other graphics can be submitted for your plaque by several methods:

- Digital image format provided- via e-mail with electronically submitted form
- Digital image format provided- on CD mailed with printed submitted form
- Printed photo format provided- mailed with printed submitted form

* Digital files must be minimum size 4x6 and of good quality resolution (min 300 dpi)

* File formats accepted .jpg, .tif, .eps, .pdf

STEP-4- Enter the text you would like to appear on the plaque

(Layout options 1 and 2 → Up to 300 characters- can be spaced over 8 lines)

(Layout options 3 and 4 → Up to 430 characters- can be spaced over 12 lines)

STEP 5- Fill in your information

Name

Address 1

Address 2

City

State & Zip

Telephone

Email Address

STEP 6- Printing and submitting a copy of your form

The **blank** plaque form can be saved to your computer to be completed at your convenience **however NO information entered into the form will be saved**
Once completed, you must print the file to have a copy of the information you have entered

To **SUBMIT** your form you can:

- E-MAIL**
- a) complete the form
 - b) print and scan a copy for your records
 - if using Microsoft Outlook, Outlook Express Eudora or Mail*
 - d) change subject line of e-mail to include your name and plaque size
 - e) attach digital image file/portrait if necessary
 - f) push send
 - if using web based e-mail (hotmail, Gmail etc)*
 - d) save resulting .xml file with your name and plaque size
 - e) create e-mail to sales@picturethisongranite.com
 - f) attach created file and digital image file/portrait if necessary

FAX the completed document to: **1.717.766.1696**

POST **Print the file and mail to:**

Silver Spring Township
Veterans Memorial Committee
Att: Kurt Minnich
8 Flowers Drive
Mechanicsburg, PA 17050

****please ensure to include
printed photo or CD if using
layout options 1-3***

STEP 7- Payment

The **6x9 Plaque** will recognize **donations in the amount of amount of \$1,000-\$2,499.**
Payment can be made via check payable to: **Silver Spring Township Veterans Memorial committee**
and mailed to the address above along with printed completed form

Tips and General Information

- Please ensure to keep a printed/saved copy of your completed form for your records
- Upon receipt of your completed form you will be contacted by a member of the Veterans Memorial Committee to confirm your order and payment
- All printed portrait materials and/or CD's with digital information will be returned to client via post
- A digital layout confirming what the final plaque will look like will be provided to each client via e-mail
- The Silver Spring Township Veterans Memorial Committee will have the right to review and approve any information provided for the plaques and confirm final placement upon the memorial walls
- For any questions or additional information please contact the Township at 717.766.0178.