

## VIETNAM WAR COMMEMORATION COMMEMORATIVE PARTNER STATEMENT OF UNDERSTANDING

As a Commemorative Partner of the United States of America Vietnam War Commemoration, we understand and state as follows:

1. Our organization has decided to participate in the Commemorative Partner Program with the understanding that we will endeavor to plan and carry out at least two events or activities each year during the commemorative period of 2018 - 2020 that will recognize, thank and honor our Vietnam Veterans and their families. We understand that there is no guarantee that military support for Commemorative Partner events will be provided.
 

Additionally, we understand it is important for our events to meet at least the first of the five Congressionally-mandated objectives of the United States of America Vietnam War Commemoration: "To thank and honor veterans of the Vietnam War, including personnel who were held as prisoners of war or listed as missing in action, for their service and sacrifice on behalf of the United States and to thank and honor the families of these veterans."

We further understand that if the DoD Office of Commemorations determines we are not able to conduct an event in a dignified, honorable and memorable way and in a manner consistent with the Congressionally-mandated objectives, we will not be allowed to continue our participation in the Commemorative Partner Program, nor will we be allowed to represent to any member of the public that we are in any way affiliated with the United States of America Vietnam War Commemoration's Commemorative Partner Program.
2. Upon approval of our application to become a Commemorative Partner, we will use the official Commemoration flag and Commemorative Partner seal without making any modification, and in accordance with the following terms and conditions:
  - a. Our use of the seal will be for non-commercial purposes in direct support of dignified, honorable and memorable commemorative events or in related printed materials, such as event promotions, programs, newspaper or magazine articles about the service of Vietnam veterans, or public service announcements specifically honoring Vietnam veterans;
  - b. We will not display the seal on a webpage, buildings, vehicles, signage, or in any similar media that does not clearly and directly support at least the first of the five Congressionally-mandated objectives of the United States of America Vietnam War Commemoration. Use of the seal beyond examples stated above will be limited to strict adherence of the current version of the Commemorative Partner Style Guidelines as posted on the Commemoration's website.
  - c. Any use of the seal will preserve its integrity, character and dignity, and following any publication, we will cooperate with Commemoration officials in any effort to verify that the seal has not been altered.
  - d. We will have no rights to sell, license, manufacture, distribute, or use the seal for fund-raising (including during fund-raising events) or recruitment purposes.
  - e. We will have no right to reproduce the flag or seal for purposes other than those enumerated above.
  - f. If we have any questions about whether a particular use is permitted we will submit a written request for assistance from the Commemorative Partner Program chief and will not proceed until after such assistance is provided.
3. If we are a non-Federal organization, we understand that we are a separate and independent entity from the U.S. Government and the Department of Defense (DoD). As such, we additionally understand the following:
  - a. We are separate and independent entities from the DoD and are responsible for establishing our own respective policies and strategies for financing our Commemorative Partner events and activities. Neither our organization nor the DoD has the legal authority to bind the other contractually.
  - b. This Commemorative Partner Statement of Understanding does not constitute DoD endorsement of our organization or of our activities, products and services. Accordingly, we will not publicize this partnership in any way that implies such endorsement. In addition, we will prominently display the following disclaimer on our print and electronic media associated with this Commemorative Partnership and our related events: "(Organization name) is not a part of, or endorsed by, the Department of Defense."
4. The DoD Office of Commemorations reserves the right to deny or remove an organization from the Commemorative Partner Program for any reason, including when an organization's:
  - a. Representations create the appearance that the organization is part of or endorsed by the DoD, or otherwise are inconsistent with the Joint Ethics Regulation (DoD 5500.07-R); or
  - b. Activities conflict with the DoD Community Relations Program (DoDD 5410.18 and DoDI 5410.19) or The United States of America Vietnam War Commemoration mission and objectives, or violate any of its policies.

DoD publications are available at <http://www.esd.whs.mil/DD/DoD-Issuances/>.
5. Status as a Commemorative Partner does not confer any priority or guarantee for military support of Commemorative Partner events. Requests for military participation in non-DoD Commemorative Partner events will be evaluated for eligibility according to DoD community relations policies and Federal ethics regulations. Military Service support of and/or participation in eligible events is subject to the availability of requested assets and funds. Such involvement must not result in any additional expenses or costs for the U.S. Government which have not been previously budgeted and funded.

**6. ORGANIZATION/INSTALLATION NAME** \_\_\_\_\_

**7. AUTHORIZED SIGNATURE(S)** \_\_\_\_\_

<b>a. COMMEMORATIVE PARTNER CHAIRPERSON</b>		<b>b. ADDITIONAL COMMITTEE MEMBER</b>	
(1) Printed Name (Last, First, Middle Initial)		(1) Printed Name (Last, First, Middle Initial)	
(2) Signature	(3) Date (YYYYMMDD)	(2) Signature	(3) Date (YYYYMMDD)

**SUBMIT COMPLETED AND SIGNED STATEMENT TO:** **The United States of America Vietnam War Commemoration**  
**241 18th Street South, Suite 101, Arlington, VA 22202**

**OR FAX TO: 571-256-3395,**  
**OR EMAIL FORM TO: [WHS.VNWAR50th\\_CPP\\_SOU@mail.mil](mailto:WHS.VNWAR50th_CPP_SOU@mail.mil)**