



## North Carolina Military Veterans Hall of Fame

PO Box 621072

Charlotte, NC 28262

<http://www.NCMVHOF.org>

### Nomination Information

#### Eligibility

The following minimum criteria must be met to be considered for induction into the North Carolina Military Veterans Hall of Fame (NCMVHOF):

##### **1. Military Veteran**

**NCMVHOF's Definition of a Military Veteran:** Anyone who has been honorably discharged or retired from service in the active or reserve component of the Army, Navy, Air Force, Marine Corp, Coast Guard or served in the Merchant Marine during the period of 7 December 1941 to 31 December 1946. Posthumous nominations are accepted.

##### **2. Honorable Service**

The nominee must have **no felony convictions** and a **DD Form 214** (or equivalent if discharged prior to 1950) from the U.S. Military.

##### **3. North Carolina Military Veteran**

To be considered a North Carolina Military Veteran, at least one of the following three requirements must be met:

- 1) Born in North Carolina
- 2) Entered military service from North Carolina
- 3) Lived in North Carolina for 10 years.

##### **4. Be of good character**

#### Categories

The North Carolina Military Veteran's Hall of Fame has three categories for entry into the Hall of Fame.

1. **Valor** - Having been awarded one or more significant decorations for heroism in combat.
2. **Achievement** - For a significant achievements or attainment of a high level of responsibility during military service, which contributed to the improvement of the military in an obvious manner as confirmed by military recognition, such as documented accomplishments and/or awards.
3. **Service** - For those who have honorably served in the US Armed Forces, and then contributed exceptionally to the community, state, or nation, preferably at a high level of responsibility and/or for a long period of time.

## Documentation

Before submitting any documents as part of a nomination packet, white-out or black-out Social Security Numbers on all documents. Arrange the completed items for the nomination packet in the following sequence:

1. **NCMVHOF Nomination Form** - Both pages of this form must be completed in its entirety.
2. **Cover Letter (Very Important)** - Provide a detailed narrative cover letter, stating why the nominee should be considered for induction into the NCMVHOF, using specific references to all supporting documents that accompany the nomination. The cover letter must indicate the nomination category (Valor, Achievement, or Service), and contain enough significant information so that a one page summary can be produced if the nominee is selected. That summary would be read at the induction ceremony, forwarded to the media, and eventually be on display in the NCMVHOF.
3. **Proof of Military Service** - A copy of the nominee's DD Form 214 or equivalent discharge form if the nominees' separation from military service was prior to the use of the DD Form 214, or other proof of service. For WWII Navy Veterans, Copy of: Notice of Separation from U.S. Naval Service, NAVPERS-553 (Rev. 8-45) serves as a DD Form 214. Forms may be requested via <http://www.archives.gov/veterans/>.
4. **Proof of North Carolina connection**  
Provide documentation showing that the nominee is a North Carolina Veteran as spelled out in the Eligibility section of this document, such as one of the following:
  - a.) **Born in North Carolina** (Copy of Birth Certificate, can also be found on the DD Form 214)
  - b.) **Entered military service from North Carolina** (Can be found on the DD Form 214)
  - c.) **Lived in North Carolina for a minimum of 10 years** (Copy of public school or tax records, etc.)
5. **Award(s) for Valor, Achievement, or Service**
  - **Valor** - Provide copies of awards for valor if the nominee is being nominated under the Valor category.
  - **Achievement** - Provide copies of awards for achievement or documentation of significant accomplishments if the nominee is being nominated under the Achievement category.
  - **Service** - Provide appropriate documentation substantiating notable service to the community, state, or nation if the Nominee is being nominated under the Service Category.
6. **Photograph** - Provide an 8" X 10" photograph (color or black & white) in a portrait format with only the nominee in the picture. The photo may be current or of the nominee in uniform while in service. The photo will not be returned. If selected, the photograph will eventually be on display in the NCMVHOF. If possible, also consider e-mailing the photo in a JPEG format, since having a digital photo is essential for several applications for nominees who are selected for induction. **No xerox copies will be accepted, therefore rendering the nomination packet incomplete.**

## Processing Fee & Mailing

**\$25.00 Processing Fee** - Each nomination packet should include \$25.00 for processing expenses. The fee allows the Nominee's packet to be considered for 2 additional years if the Nominee is not selected the first year for a total of 3 years of consideration. If after the 3<sup>rd</sup> year, the Nominee has not been selected, the packet may be resubmitted with another processing fee in order to be considered again.

Mail the completed nomination packet no later than November 30th of the year prior to the induction ceremony to the following:

North Carolina Military Veterans' Hall of Fame  
PO Box 621072  
Charlotte, NC 28262

For questions concerning the nomination packet, please contact:  
David Broadie, NCMVHOF Founder/CEO: Cell: 704-953-5779 / [ncmvhof@gmail.com](mailto:ncmvhof@gmail.com).

For additional information about the NCMVHOF, please go to: <http://www.NCMVHOF.org>