The **Joseph A. Dugan, Jr. *Hall of Valor*** at Soldiers & Sailors Memorial Hall & Museum honors those veterans who displayed courage and devotion to their comrades and our country by performing acts of valor during extraordinary times in face of the enemy. Since the Hall of Valor's inception in 1963, Soldiers & Sailors has inducted over 700 veterans from Pennsylvania, each of whom have received a medal for valor or conduct above and beyond the call of duty. An annual induction ceremony is open to the public. Following the ceremony, a private luncheon is held for the inductees and their invited guests.◆

An original personalized plaque is created, which reflects the medal and citation content is each inductee, and is then presented by an honor guard during the ceremony. It remains on display in the Hall of Valor for two years. At the end of the second year, each plaque is retained permanently in the Hall of Valor on a searchable touch screen kiosk (*however, all Medal of Honor inductee plaques remain permanently on display*).

Please submit a nomination packet, including a completed application and supporting documentation by January 15th to be considered for the next induction ceremony.◆

Qualification Requirements and Instructions

❑ Medal Qualifications

Nominees must have received one of the following medals for *acts of valor during period of military conflict: **The Medal of Honor, The Distinguished Service Cross, The Navy Cross, The Air Force Cross, The Silver Star Medal, The Distinguished Flying Cross, *Soldiers Medal, *Airmen Medal, *Coast Guard Medal, and *Navy/Marine Corps Medal.*** ***Note** - *some of these medals may have been received under non-qualifying circumstances. If you have any questions please call before sending in the application.*

❑ Pennsylvania Contact

Veteran must be from Pennsylvania, either born in Pennsylvania, had a residence in Pennsylvania at the time of entering the service or lived the majority of their life in Pennsylvania after their military service.

❑ Honorable Discharge

Veteran must have an honorable discharge.

***Application Packet MUST include*:**

❑ **Completed Application Form** *(Pages 3 & 4)*. Fill out each section to the best of your knowledge with information from the paperwork in your possession. Feel free to send other documents (such as newspaper clippings or military records) which also support the veteran's valorous act. Other photographs (such as from the field while serving, planes flown or of the veteran's unit) are also encouraged to be included with the application.

❑ **Copy of Citation** (General Orders or equivalent) containing a descriptive narrative citing actions for which the medal was received.

❑ **Copy of a DD214** or equivalent certifying service, discharge and medal (if killed in action/KIA a discharge is not applicable.)

> **FOR ASSISTANCE:** *Contact the National Personnel Records Center in St. Louis Missouri* ***http://www.archives.gov/veterans/military-service-records/standard-form-180.html*** *Include as much information as possible with the form including G.O. numbers on discharge papers. This may help speed the process along. If you have trouble locating these records, contact your local state representative or senator veteran liaison for assistance.*

❑ **Photograph of the Veteran** - Original preferably from the era when the medal was received; non-military and/or more recent photograph can be used if no other is available. A scanned image will only be acceptable if it is a TIFF at 300 dpi from a high quality original (***photos/images are used for plaques and Hall of Valor promotional purposes –see acknowledgement/release below***)

❑ **$75 Administrative Fee** paid by major credit card, check or money order. Administrative fee is non-refundable. Please make sure all qualification requirements are met and all documentation is included.

◆ Inductions into the Joseph A. Dugan, Jr. Hall of Valor occur once a year. The application deadline is January 15 of the induction year. All applications received following that date will be held for the following year's induction. We will acknowledge receipt of the application packet. Each packet will be reviewed for completeness, qualifications and eligibility. If something is missing from the application we will notify you regarding the information needed. Once an application is approved, we will notify you of the approval and send you information on the ceremony and private luncheon for the inductee and a guest (*additional family members and friends are also welcome to purchase a luncheon ticket*). ◆

For questions on the Joseph A. Dugan, Jr. Hall of Valor please contact: Tim Neff, Senior VP/Director of Museum & Education
tim@SoldiersAndSailorsHall.org or
412.621.4253 ext. 219

HALL OF VALOR APPLICATION FORM

Date:

Veteran /Nominee Information

First Name:	**MI:**	**Last Name:**	**Suffix:**
Phonetic pronunciation of Last Name			
Rank:		**Theater of Operation:**	
Branch of Service:		**Service Number:**	
Date & Place of Birth:		**Date & Place of Enlistment:**	
County of Birth:		**County of Enlistment:**	
Address at time of Enlistment:			
Date of Discharge or KIA:			

Special Comments: (Such as: type of plane/unit designation/ or details surrounding event not included in the citation)
Current Address: (if deceased address at time)

Phone Number:	**Email:**
Date of Death (if deceased)**:**	

Veterans Organization associated with, if applicable:

Contact Information for Person Completing Application

Name:	**Relationship to Veteran:**
Address:	
Phone Number:	**Email:**

Check List for Application:		**Photograph of Veteran**
		Copy of Citation
		Copy of Discharge/ DD-214
		Additional Photos Included
		Additional Paperwork Included
		Application Fee - $75

Check or Money Order (Made payable to Soldiers & Sailors) ☐

Major Credit Card ☐

Visa MasterCard American Express Discover

Card Number: _____

Expiration Date: _____

Signature: **CVV #:** _____

Card Billing Zip code: _____

ACKNOWLEDGEMENT AND RELEASE

Soldiers & Sailors Memorial Hall & Museum Trust, Inc. promotes the Joseph A. Dugan, Jr. Hall of Valor program and ceremony through press releases, social media, company website, public relations media and advertising. Soldiers & Sailors Memorial Hall & Museum Trust, Inc. is authorized and granted the right to use and reproduce the information and material provided in this application packet, including photos and images of the Hall of Valor nominee, for such promotional purposes. Soldiers & Sailors Memorial Hall & Museum Trust, Inc., its officers, agents, employees and representatives will be held harmless and released from claims, demands, liabilities and causes of action related to the use of this information and material.

I acknowledge that the information provided is true and correct to the best of my knowledge; and I authorize the use of the information for those promotional purposes stated; and I waive the right to receive any payment for use of such information and material.

_____ _____

Printed Name **Signature and Date**