

State Capitol Police Department

Connecticut

Michael J. Fallon
Chief of Police



The Connecticut General Assembly
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Request for a Flag to be Flown Over the Connecticut State Capitol

A request for a flag to be flown over the Connecticut State Capitol should be made at least one week in advance of the time that the flag is to be flown. The flag should be dropped off at the State Capitol Police Department, Room 1300, in the LOB at the time the request is submitted.

Only flags of the: United States of America; a state of the U.S.A. or a political subdivision; the District of Columbia; Puerto Rico; the U.S. Virgin Islands; any territory or insular possession subject to the jurisdiction of the U.S.A.; an Indian tribe recognized by the U.S.A.; any foreign jurisdiction with which the U.S.A. maintains diplomatic relations or its political subdivisions, to include the United Nations; flags of recognized military organizations of the U.S.A. to include the VFW, American Legion, and POW/MIA flags.

The flag's dimensions must be 5' x 9' or approximate size and have grommets for securing the lanyard.

The flag must be in good condition and may be picked up in Room 1300 the day after it was lowered. Please be advised that the SCPD does not store flags without prior arrangements.

Request made by: _____ of _____
Printed Name Street Address City/Town State

Phone #: (____) _____ Cell Phone#: (____) _____ Date of Request: ____/____/____

Type and Description of Flag to be Flown: _____

Reason: _____ Special Requests: _____

Date to be Raised: ____/____/____ Date to be Lowered: ____/____/____ Primary Date* ____/____/____

(*Flags are flown not to exceed seven days and flags may be replaced periodically during flying times to honor other requests)

State Capitol Police Use Only

Request Received by: _____ Date Request Received: ____/____/____
SCPD Flag Officer or SCPD Personnel Printed Name

Approval Process

Approved: _____ Denied: _____ Reason for Denial: _____

Executive Lieutenant: _____ Date: ____/____/____

Requestor Notified of Denial: _____ Squad C Notified of Raising: _____ Flag Book Completed: Y N Other: _____

Final Review

Chief of Police: _____ Date: ____/____/____