



VETERAN'S PREFERENCE FORM
 City of Madeira Beach
 Human Resource Office
 300 Municipal Drive, Madeira Beach, FL 33708
 (727) 391-9951 ext 237

INSTRUCTIONS: Complete this form if you are claiming Veterans' preference. Print your name and social security number in the spaces provide. Check the appropriate box below and provide the additional information requested. You must complete both pages of this form. Before being given a preference, you will be required to submit documentation from the Department of Defense (Department of Defense) or the Department of Veterans Affairs (DVA). Documentation substantiating your claim must be furnished to the Human Resource Office by the 'Closing Date' date indicated on the position posting/advertisement. The type of documentation required is listed next to each category. All documents specified must clearly indicate that they are copies of originals. Veterans' preference will be awarded to all qualified applicants for selection procedures taken and passed, providing all required documentation is on file in the Human Resource Office or submitted by the 'Closing Date' indicated on the position posting/advertisement. Preference will not be awarded retroactively.

Veteran's Name:	Last:	First:	Middle:
-----------------	-------	--------	---------

Social Security Number: _____

Are you currently employed by the City of Madeira Beach? YES _____ NO _____

CATEGORY / DOCUMENTATION REQUIRED

A veteran with a compensable service-connected disability who is eligible for or receiving compensation, disability retirement or pension under public laws administered by the U.S. Department of Veterans Affairs and the Department of Defense.

- Percentage of Disability _____
- Copy of DD214 (**Member 4 Copy recommended**) or equivalency from the Department of Veterans' Affairs showing military status, dates of service and discharge type; a copy of document from the Department of Defense, or Department of Veterans Affairs certifying that the veteran has a compensable service connected disability.

The spouse of a veteran who cannot qualify for employment because of a total and permanent disability, or the spouse of a veteran missing in action, captured or forcibly detained by a foreign power.

- Spouses of Disabled Veterans: copy of spouses DD-214 or equivalency from the Department of Veterans' Affairs showing military status, dates of service and discharge type; a copy of a document from the Department of Defense that the veteran is totally and permanently disabled and cannot qualify for employment because of a service connected disability; or an ID card issued by the Department of Veterans' Affairs; copy of marriage certificate along with a continuous marriage affidavit.
- Spouses of Persons on Active Duty: copy of certification from the Department of Defense or the Department of Veterans' Affairs that they person on active duty is either missing in action, captured, forcibly detained or interned in the line of duty by a foreign government or power; and copy of marriage certificate along with a continuous marriage affidavit.

The veteran of any war who has served on active duty for one day or more during a wartime period, excluding active duty for training, and who was discharged under honorable conditions from the Armed Forces of the United States of America.

- Copy of DD-214 (**Member 4 Copy recommended**) or equivalency from the Department of Veterans' Affairs having military status, dates of service and discharge type.

The un-remarried widow or widower of a veteran who died of a service-connected disability.

- Copy of document from the Department of Defense or the Department of Veterans' Affairs certifying the service connected death of the veteran; and a copy of marriage certificate along with a continuous marriage affidavit.

A veteran who has served in a campaign or expedition for which a campaign badge has been authorized; any Armed Forces Expeditionary Medal or the Global War on Terrorism Expeditionary Medal is qualifying for Veterans' Preference.

- Copy of DD-214 (**Member 4 Copy recommended**), Certificate of Discharge or Separation from Active Duty, or other official documents (to include military discharge papers, or equivalent certification from the DEPARTMENT OF VETERANS' AFFAIRS listing military status, the award of any Armed Forces Expeditionary Medal (AFEM), the award of the Global War on Terrorism Expeditionary medal (GWTEM), dates of service, and discharge type) issued by the branch of service.

WARTIME ERAS: For the purposes of determining veterans' preference, wartime era is limited to service during the following time periods:

- March 19, 2004 through present (Operation Iraqi Freedom)
- October 7, 2011 through present (Operation Enduring Freedom)
- August 2, 1990 through January 2, 1992 (Persian Gulf War)
- February 28, 1961 to May 7, 1975 (Vietnam Era)
- June 27, 1950 to January 31, 1955 (Korea Conflict)
- December 7, 12941 to December 31, 1946 (WWII)
- April 6, 1917 to July 1, 1921 , if one day of service was between 4/15/17 and 11/12/18 (WWI)
- April 6, 1917 to April 1, 1920, if served in Russia (WWI)
- April 6, 1917 to November 11, 1918 (WWI)

YOU MUST READ, COMPLETE, ATTACH APPROPRIATE DOCUMENTS, SIGN WHERE INDICATED AND RETURN BOTH FORMS IN THEIR ENTIRETY.

Branch of Service:	Type of Discharge:
Date of Entry:	Date of Discharge:

INFORMATION ABOUT THE SERVICE:

Do you have a service connected disability? Yes _____ No _____

If YES, is the service connected disability compensable? Yes _____ No _____

Dates of Active Duty:

Type of documentation you will be submitting:

Are you a resident of the State of Florida? Yes _____ No _____

IMPORTANT NOTICE:

In accordance with the rules of the Florida DAV, Chapter 55A-7, Veterans' Preference in Appointment and Retention in Employment and Florida law, preference in appointment, employment and promotion shall be given by the State and its political subdivision, first to those persons included in categories 1 and 2 and second to those persons included under categories 3, 4 and 5 (as show on the previous pages). Preference in appointment and employment requires that a preferred applicant be given special consideration each step of the employment selection process but does not require the employment of a preferred applicant over a non-preferred applicant who is the most qualified for the position.

An applicant eligible for veteran's preference who believes he or she was not afforded employment preference in accordance with the rules may file a complaint with the DAV at 111341 Ulmerton Road, Largo, FL 33778, requesting an investigation. When the applicant has received notice of a hiring decision from a covered employer, the complaint shall be within 21 calendar days for the date that the notice is received by the applicant (postal time will be considered not mere than 4 days from the date of the notice was mailed by the employer). When the applicant has not received notice of a hiring decision within two calendar months of the receipt of the application by the employer, the applicant shall contact the employer to determine if the position has been filled by a non-preferred applicant. After having determined from information supplied by the employer that the position has been filled by the appointment of a non-preferred applicant, the preferred applicant may file a complaint within three calendar months of the date the application was received by the employer. If the position has not been filled, the time period for filing a complaint is extended to provide the preferred applicant one calendar month after having determined that the position has been filled. It is the responsibility of the preferred applicant to maintain contact with the employer to determine if the position has been filled.

For additional information on Veterans' Preference, the following link is provided as a public service.

<http://www.floridavets.org/benefits/veteranspref.htm>

Since the City of Madeira Beach accepts applications on a continuous basis and held active for a period of six (6) months, the date of the receipt of the application by the employer shall be considered the date that the applicant is signed up to be tested for the job classification.

The following positions are exempt from veterans' preference provision: positions filled by officers elected by popular vote or persons appointment to fill vacancies in such offices and personal secretary of each such officer, members of boards and commissions, persons employed on a temporary basis without benefits, heads of departments, positions which require licensure such as a physician, and positions which require that the employee be a member of The Florida Bar.

SIGNATURE (required):

I acknowledge that I have read and understood the rights expressed in this notice. I certify that all information provided is true, complete and correct to the best of my knowledge and belief, and is made in good faith.

Signature

Date

FOR HUMAN RESOURCES USE ONLY:

Documentation Provided: DD214 _____ Other _____

Date Documentation Received: _____ Received By: _____