

FLAG LOWERING GUIDELINES AND PROCEDURES

THE UNITED STATES FLAG

The United States Flag at the entrance to Myrtle Trace will be flown at half-staff on 9/11, Pearl Harbor Day, and until noon on Memorial Day. At all other times, when the President of the United States or the Governor of South Carolina directs that the flag be at half-staff on Federal or State Installations, the Board of Directors will decide whether to participate or not to participate. A notice will be placed outside the Clubhouse with an explanation as to the reason for the flag being lowered to half-staff. When the U.S. flag is flown at half-staff, both the State and the Myrtle Trace flags will also be flown at half-staff.

Revision approved and effective July 2021.

MYRTLE TRACE FLAG

In the event of the death of a resident, the Myrtle Trace flag shall be lowered in accordance with the following rules:

- The flag shall be lowered to half-staff for three full days following the date of the death. It shall then be returned to full staff on the evening of the third day.
- Whenever the flag is lowered, there shall be a notice posted at the Clubhouse entrance and the notice shall be removed when the flag is returned to full staff.
- If the surviving family of the deceased prefers not to have the flag lowered, this request should be honored.

PROCEDURE

When a Flag Person is advised of a death in the community, the flag should be lowered, a notice placed at the Clubhouse and the website should be updated. The Flag Person shall notify the following persons via e-mail regarding the death: MTHOA Board members, Chairperson of the Communication Committee and other Flag Persons.