

VETERANS' PREFERENCE FORM
PASCO COUNTY PROPERTY APPRAISER'S OFFICE
HUMAN RESOURCES DEPARTMENT

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4720 US Highway 19, New Port Richey, Florida 34652; Phone: (727) 847-8151
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INSTRUCTIONS: Complete this form if you are claiming Veterans' preference. Print your name and social security number in the spaces provided. Check the appropriate block 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 (DoD) or the Department of Veterans Affairs (DVA). Documentation substantiating your claim must be furnished at the time of application. 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 submitted. Preference will not be awarded retroactively.

Veterans' Name: Last _____ First _____ Middle _____

Social Security Number: _____ - _____ - _____

CATEGORY/DOCUMENTATION REQUIRED

- (1) 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 DD-214 or equivalency from the Department of Veterans' Affairs showing military status, dates of service and discharge type; and copy of document from the Department of Defense, or Department of Veterans Affairs certifying that the veteran has a compensable service connected disability.

- (2) 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; copy of certification from the Department of Veterans' Affairs 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 Veteran's Affairs that the 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.

- (3) A veteran of any war. The veteran must have served a least one day during wartime period to be eligible for veterans' preference. Active duty for training is not allowed.
 - Copy of DD-214 or equivalency from the Department of Veterans' Affairs showing military status, dates of service and discharge type.

- (4) 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.

- (5) 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, 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, the award of the Global War on Terrorism Expeditionary Medal, dates of service, and discharge type) issued by the branch of service.

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

- October 7, 2001 through present (Operation Enduring Freedom)
- March 19, 2003 through present (Operation Iraqi 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, 1941 to December 31, 1946 (WWII)
- April 6, 1917 to July 1, 1921, if one day of service was between 4/5/17 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 and sign this form.

INFORMATION ABOUT SERVICE:

Branch of Service: _____ Type of Discharge: _____

Date of Entry: _____ Date of Discharge: _____

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 Department of Veterans Affairs, 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 subdivisions, first to those persons included in categories 1 and 2 and second to those persons included under categories 3, 4 and 5 (as shown on the previous page). 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 veterans' preference who believes he or she was not afforded employment preference in accordance with the rules may file a complaint with the Department of Veteran Affairs at 11351 Ulmerton Road, Largo, Florida 33778, requesting an investigation. When the applicant has received notice of a hiring decision from a covered employer, the complaint shall be filed with 21 calendar days from the date that the notice is received by the applicant (postal time will be considered no more than 5 days from the date 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.

The following positions are exempt from veterans' preference provisions: positions filled by officers elected by popular vote or persons appointed 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