



HONOR FLIGHT CHICAGO
9701 W. Higgins Road, Suite 310
Rosemont, IL 60018-4717
773-227-VETS (8387)
www.honorflightchicago.org

2025 Scout Guidelines for HFC Midway Welcome Home Celebrations

Please review this document with all troop members before the event so they know what is expected of them. For simplicity, "Scout" implies any member of a youth organization attending the event; "troop" implies the group.

1. To be invited to a Welcome Home celebration is a great honor, as these are amongst the first people the Veterans encounter as they return to Midway. We therefore request (if possible) that troop members be dressed in full uniform to present a respectful appearance representative of their organization.

2. Safety is a top priority. Scouts and their adult leaders will ensure their own safety and the safety of those around them.

Everyone must always follow the rules and regulations set forth by the Chicago Department of Aviation, Chicago Police Department, Chicago Fire Department, and the Department of Homeland Security/TSA. Doorways and exit paths must not be obstructed but kept clear.

3. As representatives of their organizations, scouts are expected to behave appropriately and respectfully, especially in the presence of the Veterans we are here to honor. An appropriate number of adult leaders (determined by the Scout Coordinator and consistent with safety requirements for the age of troop members) must accompany troops. Additional adults may be asked to leave the mezzanine area and join the crowd downstairs in the baggage claim area.

4. Scout groups must stay in the area assigned to them by the Scout Coordinator or designee. Please do not bring troop/council flags or large American flags (with or without poles and stands) to the airport without permission of the Scout Coordinator. Any signs should be prepared ahead of time, not at the airport.

Food and drink must be consumed before the Veterans' arrival and trash disposed of appropriately. Water is permitted; consider using personal reusable bottles.

5. Running, horseplay, and misuse of the American flag is strictly forbidden. Flags are not to be worn (in hats, pockets, etc), placed on the floor, or played with. They should be waved proudly in the presence of the Vets. The American Flag is a very important symbol to many Veterans.

6. In the baggage claim area, visitors are NEVER allowed on the baggage carousels.

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7. Orange shirt volunteers are here to provide crowd control and ensure the event runs smoothly. Most can answer general questions you may have, but problems should be handled through the Scout Coordinator or one of the members of the leadership team (neon yellow shirts).

8. Once your troop accepts an invitation to attend a Welcome Home to greet the Veterans, we ask you honor it to the best of your ability. We understand emergencies come up, so if you cannot attend, please contact the Scout Coordinator at hfcscoutcoordinator@honorflightchicago.org as soon as possible so another troop can be invited.

9. Scout groups should not become a focus of attention at the event. You are here to help ensure the Veterans receive the recognition and honor they deserve; this is *their* celebration.

10. Nothing can be handed out to the Veterans at the Welcome Home. This includes boxes of Girl Scout cookies or other food, greeting cards, flowers, flags, etc. The ONLY items distributed during this event will be those provided by Honor Flight Chicago. This is per agreements with Midway.

Failure to follow these guidelines may result in the entire troop being asked to leave the mezzanine area.

For further information, please contact the **Honor Flight Chicago Scout Coordinator** at the email listed above.

Instructions for Arrival at Midway

Plan to arrive at Midway no later than **7:45 pm**. The charter flight number for 2025 is **SWA/TBA/** and is scheduled to land at **~8:30 pm**. You may not see it on the airport arrival boards or in flight tracking apps. If the flight is not delayed, you should be leaving the airport between 10:30 to 11:00 pm to experience the entire celebration. If the flight is excessively delayed, you may leave before it arrives.

We recommend carpooling and use of the **daily garage**. It costs no more than the hourly garage and will be cheaper should you be there over four hours.

Try to park near the **yellow or blue** entrance and elevators. Take the elevator to the first floor. Enter the baggage claim area and proceed to the **Operation Education table**, near carousel 2. You will be met around 8:00 pm by the Scout Coordinator or a designee who will escort you to your assigned position on the mezzanine along the parade route.

There will be patches, pins, stickers (3), car magnets, and silicone bracelets (3) available for a \$5 donation each. (Other items [baseball caps, etc.] are also available for higher donations.) Cash or credit accepted. Proceeds help fund future flights.

It is best to be able to pay for parking by credit card as only one exit lane accepts cash and it will get backed up.

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Request to attend a 2025 Welcome Home Celebration at Midway

Complete this page and email it to HFCScoutCoordinator@honorflightchicago.org at least 4 days prior to the flight day. Your reservation request will be confirmed upon receipt.

2025 Flight Date(s) requested:

☐ April 9 ☐ May 14 ☐ Jun 18 ☐ Jul 23 ☐ Aug 20 ☐ Sep 17 ☐ Oct 15

Adult in charge (flight date):

Name: _____ Cellphone: _____

Organization:

☐ S-BSA ☐ GSUSA ☐ Other (indicate) _____

Troop/Pack/Group number _____

Level/Grade(s)/age range of Scouts _____

Potential/approximate number attending _____ youth _____

adults

(please update the week before flight day if number significantly changes)

City/town where you meet _____

Is there a particular veteran your troop is coming to see?

Veteran's name: _____

Any other pertinent information we should know?

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