



2025 Group Leaders Information Packet

Ft. Sam Houston National Cemetery (FSNC)
1520 Harry Wurzbach Rd, San Antonio, TX 78209

Thank you for serving as a Group Leader for the 2025 Wreaths Across America event at Ft. Sam Houston National Cemetery. Your leadership makes it possible to honor our veterans through this massive volunteer effort.

Location Coordinator: Lettie Sanchez

Co-Location Coordinator: Gene Ramos

Event Contacts

- **Lisa Trevino** – Section assignments & wreath counts (210)789-3389
- **Annette Hernandez** – Fundraising & Facebook posts
- **Jerry Ramirez** – Convoy Coordinator, (210) 382-2585
- **Mary Garcia** – Volunteer Coordinator

Schedule

Friday, December 12, 2025 – Wreath Convoy/Distribution

- **7:30 AM:** Arrive at Walmart (FM 3009 @ I-35)- Convoy is open to anyone that wants to ride and be part of the escort.
- **8:15 AM:** Safety Briefing
- **8:30 AM:** Depart for FSNC
- **9:00 AM:** Wreath arrival and unload
- **11:00 AM:** Wreaths distributed to Group Leaders

Saturday, December 13, 2025 – Wreaths Across America Day

- **9:00 AM:** Ceremony (approx. 30 minutes)
- Wreath laying immediately follows.

Wreath Laying Guide

This event is a solemn act of remembrance—**not decoration**.

1. Say the veteran's name.
2. Pause to remember.
3. Lay the wreath with respect.
4. **Do not** place wreaths on headstones with a Jewish symbol unless it is a **grave-specific request**.



Group Leader Reminders

- Ensure trash is collected and removed from your section.
- Grave-specific sponsors must lay or pick up wreaths by 2 PM Saturday. Unclaimed wreaths will be reassigned.
- Do not remove wreaths already placed or move duplicates (for veterans and spouses).
- Extra wreaths may be placed on any uncovered headstones.
- First Aid and porta-potties will be available on-site.
- Groups may begin laying wreaths immediately after distribution.
- Wreaths can be laid on Friday or Saturday.
- Wreaths may not leave cemetery grounds.
- If storing wreaths overnight, bring lockable trailers.

- No overnight camping, no grills, no overnight stays.
- No overnight parking on San Antonio Blvd.
- There are 12 Wreaths in a box. Wreaths will not be unboxed. The wreaths will be distributed in the box they come in.
- Boxes should not be left in the cemetery and will need to be discarded appropriately.
- Bring clip boards, pens, pencils, and/or highlighters, box cutters, gloves.
- Take pictures of grave specific and send them by text to (210)818-1055.

Wreath Cleanup Day

Saturday, January 3, 2026

Bring gloves, long sleeves, tarps, trucks, broomsticks, and a great attitude—plus a few friends!

Feedback

Your experience helps improve future events. Please share feedback or lessons learned with the WAA Location Coordinator, Lettie Sanchez @ lettie.wreaths@yahoo.com.

Thank you for honoring our heroes and helping continue this meaningful tradition.