

**REQUEST FOR ARMED FORCES PARTICIPATION IN PUBLIC EVENTS
(NON-AVIATION)**

PURPOSE: This form is used to request all Armed Forces **MUSICAL UNIT, TROOP, COLOR/HONOR GUARD**, and/or **EXHIBIT/EQUIPMENT** participation in public events. The information is required to evaluate the event for appropriateness and compliance with DoD policies and for coordination with the units involved. Please complete all sections.

SECTION I - EVENT DATA

1. SPECIFIC REQUIREMENT

INSTRUCTIONS

1. This form is used to request Armed Forces musical unit, personnel, color/honor guard and/or exhibit/equipment participation in public events. The requested information is required to evaluate the event. Please complete all sections.
2. Armed Forces musical units are organized for ceremonial and traditional purposes and to support recruiting activities. However, they may be authorized to provide certain specified presentations, such as patriotic ceremonies for public programs. Armed Forces musical organizations are not permitted to provide entertainment, background, dinner, dance or other social music at public or private events in competition with the customary or regular employment of local civilian musicians. **Limited resources permit only one band and/or choir to perform at an event, and the Military Services reserve the right to cancel support to sponsors who have scheduled more than one such military unit.**
3. Department of Defense (DoD) policies require that Armed Forces participation in public events will be provided at no additional cost to the Government, which means unprogrammed costs incurred solely because of participation in or support of an unplanned activity. For example, additional costs to the Government include unplanned travel and transportation, meals and lodging for military personnel away from Government mess, civilian per diem, and overtime pay. Unsolicited contributions of money, personal property, or services (e.g., gifts in kind for lodging, meals, transportation) may be accepted for the benefit of military musical units for events that align with the DoD's mission. All costs are binding after a unit, personnel, or exhibit has arrived at an event site, even though weather conditions or other unforeseen circumstances force the event to be cancelled.
4. This form should be submitted to the appropriate Military Service