



DEPARTMENT OF THE AIR FORCE

48th FIGHTER WING
RAF LAKENHEATH



SUBJECT: Request for Lakenheath Honor Guard Detail Service

REQUEST DATE: []
DATE/TIME OF DETAIL: []
LOCATION: []
SHOWTIME: []
DEPART TIME: []
REQUESTER: []
HONOREE: []

Color Guard: []
Sword Team: []
Flag Fold: []
Pre-Post: []
POW/MIA Table: []

TYPE OF CEREMONY: [] RETIREMENT [] MEMORIAL SERVICE [] WEDDING
[] PROMOTION [] AWARD CEREMONY [] COMMUNITY
[] INDUCTION [] ALS GRADUATION [] OTHER []

FLAGS NEEDED FOR CEREMONY: [] UNITED STATES [] AIR FORCE [] BRITISH FLAG

[] 1-STAR [] 2-STAR [] 3-STAR [] 4-STAR [] POW/MIA

FUNCTION DESCRIPTION: []

COMMENTS: []

REQUESTERS PHONE: DSN: [] CELL PHONE: []

The Honor Guard will be in place 1/2 hour prior to the scheduled event. Please be sure to inform us whether the uniform for the ceremony (official party) is ABUs or Service Dress. The Honor Guard will make every effort to notify the requester of the above detail by phone or in person regarding cancellation. The requester/DC will confirm the detail at least 72hrs prior to the commitment.

*****For Honor Guard Use Only*****

Name and Rank of Honor Guard Members

DC) _____ 5) _____
2) _____ 6) _____
3) _____ 7) _____
4) _____ 8) _____

NCOIC/Superintendent Checklist
1. Log information in Calendar of Events: Date _____ Initials _____
2. Get people to sign up: Date _____ Initials _____
3. Entered in Honor Guard database: Date _____ Initials _____