



HONOR GUARD REQUEST FORM



Nellis Air Force Base, Nevada

INSTRUCTIONS: SUBMIT COMPLETED FORM TO NELLIS AFB HONOR GUARD BY EMAIL FOR ROUTING AND APPROVAL
NO LATER THAN 30 DAYS PRIOR TO AN EVENT.

REQUESTOR INFORMATION

Name/Title/Organization Point of Contact:

Email:

Office Phone:

Cell Phone:

EVENT INFORMATION

Name of Event:

Event **DATE**:

Event **TIME**: 1500

Name Group/Organization:

Audience size:

Fundraising event? Yes

Admission fee? No

Venue Type

Stage

VIPs in attendance:

Multiple of the above/other

Flags requested:

Other requests:

U.S.

Air Force

Training

Army

Coast Guard

Briefing

Marines

State

Flag raising/lowering

Navy

Other: list below

Other: list below

Event Support Requested; (select from the drop down menu)

Presentation of Colors (march in with flags, present flags to anthem, Pledge of Allegiance, etc., march out w/flags)

Event Location/Address:

ADDITIONAL INFORMATION ABOUT THE EVENT

Please include additional information about the event here. List how you plan to use the Honor Guard in your program and event info, if applicable.

ROUTING AND APPROVAL

(INTERNAL USE ONLY -- THIS SECTION COORDINATED BY NELLIS AFB HONOR GUARD)

Honor Guard Approval/Denial and Notification of requestor:

HG Name/Rank/Phone:

Date:

Final Disposition:

NELLIS AFB HONOR GUARD
4349 Duffer Dr. BLDG 623 Nellis AFB, NV 89191

Please email completed form to
Email: 99svs.svmmh@us.af.mil
Phone: 702.652.4136/Fax: 702.644.4128

THIS FORM IS NOT FOR REQUESTING MILITARY FUNERAL HONORS

Please call 702-652-4136 for instructions on requesting Military Funeral Honors.