

DYESS AFB HONOR GUARD CEREMONIAL DETAIL WORKSHEET

ADDRESS

ATTN: Dyess Honor Guard

390 Ave D. Bldg 7217

Dyess AFB, TX 79607

(Taylor County)

Please Check Type of Ceremony and Specify

- I. Retirement:
- a. Color Guard
 - i. Post (leave flags on stage)
 - ii. Present (depart with flags after anthem)
 - iii. Preposition (before ceremony)
 - b. Flag Fold (If the unit does not provide a flag, HG can provide one but will retrieve it at the ceremony conclusion)
- III. Other:
- a. POW Sequence
 - i. 1 Man Sequence
 - ii. 5 Man Sequence (due to funeral obligations, HG may request unit manning if a 5 man sequence is needed)
 - b. Other _____
- II. Change of Command:
- a. Color Guard
 - i. Post (leave flags on stage)
 - ii. Present (depart with flags after anthem)
 - iii. Preposition (before ceremony)
- IV. Equipment Sign out:
- a. Flags
 - b. Stands
 - c. Rifles (day of event only)
 - d. Large Horizontal Flag
 - e. Large Vertical Flag
 - f. Sabers (Weddings are equip only)

YOUR DETAIL SHOULD BE CONFIRMED WITHIN 24 HOURS OF RECEIPT. IF YOU HAVE NOT RECEIVED CONFIRMATION BY EMAIL OR PHONE, YOUR DETAIL HAS NOT BEEN SCHEDULED. PLEASE CONTACT US IMMEDIATELY, 325-696-5532.

POINT OF CONTACT INFORMATION

Name: _____ Phone Number: _____

CEREMONY INFORMATION

Venue/ Location Name: _____

Date: _____ Time: _____ Phone Number: _____

Street Address: _____ City: _____ TX ZIP _____

Retiree's Name/Rank: _____ Years in Service: _____ Retiree's Unit: _____

SPECIAL INSTRUCTION/REMARKS

Due to our obligation to military funeral honors, we are unable to attend colors practices. The team will arrive 1 hour prior to the event for practice. Military Funeral Honors are congressionally mandated and will always take precedence over Colors Requests.

REQUEST MAY BE SUBMITTED BY EITHER FAX - (325)-696-5707 - OR EMAIL - 7BWHG@US.AF.MIL