



167th AIRLIFT WING HONOR GUARD

167AW / Honor Guard
222 Sabre Jet Blvd,
Martinsburg WV 25405
Ph # 304-616-6368
Fx # 304-616-5444

DETAIL REQUEST FORM

usaf.wv.167-aw.mbx.bhg@mail.mil

Please fax or e-mail completed request forms to the number or address above.

We do our best to fulfill Colors requests, but as always, Funeral Honors will always take priority.

PART ONE: Requestor Information

Organization Name: _____
Contact Person: _____ Email _____
Address: _____
Phone #: () _____ Cell #: () _____ Fax #: () _____

PART TWO: Event Information

Name of Event: _____
Expected # in attendance: _____
Description of event: _____

PART THREE: Type of Detail Requested

- | | |
|---|--|
| <input type="checkbox"/> Present Colors | <input type="checkbox"/> Post Colors |
| <input type="checkbox"/> Retire Colors | <input type="checkbox"/> Flag Bearer in Parade |
| <input type="checkbox"/> Training | <input type="checkbox"/> Demonstration |
| <input type="checkbox"/> Other: | |

PART FOUR: Location Information

Date: _____ Time: _____ Location Name: _____
Detail Address: _____

Additional Directions to Detail location: _____

Indicate any other special requests: _____

The Event Organizer should email or fax this information as soon as possible to the above contact numbers. If you do not hear from us within 24 hours, or in a case of a short notification, confirm the coordination with us.