



**MACDILL AFB HONORS & CEREMONIES**  
 2410 Florida Keys Ave. Bldg 307, MacDill AFB, FL 33621  
 COMM: (813) 828-5190 FAX: (813) 828-8507  
 EMAIL: [honorguard-2@us.af.mil](mailto:honorguard-2@us.af.mil)



**COMMUNITY FUNCTIONS COLORS REQUEST FORM**

*(Please write legibly and provide all information)*

1. Requesting Company Name: \_\_\_\_\_

2. Point of Contact Name: \_\_\_\_\_

3. Company Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

4. Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

5. Location Name: \_\_\_\_\_

6. Location Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

7. Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

8. Colors Request Type (Circle all that apply):

Choose One:  Post & Go or Present & Go  Flag Fold Ceremony  Memorial Service  Parade

9. Event Name: \_\_\_\_\_

10. Date of Ceremony: \_\_\_\_\_ Time of Ceremony: \_\_\_\_\_

11. Additional Information: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

**Notes:**

- Please call the MacDill AFB Honor Guard office at 813-828-5190 or 813-828-5190 to ensure we have received your request.
- Public Affairs approval is required for all military and community functions.
- Once approval from 6 AMW Public Affairs has been granted and your request has been received by Honor Guard via fax or email (see top of page for information), your event will be confirmed by the Honor Guard team 24-48 hours in advance.
- The MacDill AFB Honor Guard must support all congressionally mandated Air Force Military Funeral Honors. There is a possibility that manning will not allow MAFB honor guard to support your request and you may receive a cancellation notice as little as 12 hours prior to the event.

**FOR HONOR GUARD USE ONLY**

Confirmed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Confirmed with: \_\_\_\_\_