



SCOTT AIR FORCE BASE HONOR GUARD

COLORS REQUEST



ATTENTION

As mandated by Congress, the Honor Guard's priority and primary duty is to provide Military Funeral Honors to our military veterans and retirees. Due to our unpredictable Military Funeral Honor's schedule, requests are not fully committed to until 1-2 days prior to the requested event. Feel free to contact us within 24 Hours of the event to confirm.

PLEASE COMPLETE THIS FORM AND RETURN IT USING THE CONTACT INFORMATION BELOW

TYPE OF EVENT

Retirement For: _____ Years Completed: _____ Unit Retiring From: _____

Promotion For: _____ To What Rank: _____

Change of Command - Unit: _____ Incoming Commander: _____

Outgoing Commander: _____ Presiding Officer: _____

Other: (Name of Event): _____

Requested Support
(select all that apply)

Posting

Presenting

Flag Fold

General Officer Flag Required/ Number of Stars

Definitions: *Posting:* Colors Team will march on stage present the colors for the national anthem and post the flags on stage before marching off.

Presenting: Colors Team will march on stage present the colors for the national anthem and march off.

Flag Fold: A team of two will fold the flag in person. (Reserved for retiring USAF members, retiree must provide flag IAW 34-1201, para 2.8.6. Retirement Flag. The flag may be either 3 feet by 4 feet or 3 feet by 5 feet.)

General Officer Flag: If there is a General Officer (O-7 - O-10) involved in the ceremony, whether outgoing/incoming/presiding, a General Officer flag will be required.

Colors Detail Information: (DATE OF REQUEST: _____)

Name/Street Address of Location: _____

State: _____ County: _____ Zip: _____

Event Date: _____ Event Start Time: _____

Point of Contact (POC) Name: _____ POC Phone Number: _____

POC Email: _____

Additional Request/Information/Notes: _____

HONOR GUARD CONTACT INFORMATION

Address: SAFB Honor Guard, 200 Golf Course, Scott AFB, IL 62225

Email: 375fss.honorguard@us.af.mil

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Office Hours: Mon-Fri, 0730 – 1630