



WHITEMAN AIR FORCE BASE HONOR GUARD CEREMONIAL SUPPORT REQUEST FORM

DATE:

1. Thank you for requesting Whiteman's premier Honor Guard Team!
2. TO FORMALLY REQUEST A COLORS DETAIL, you will need to complete the information outlined in areas 5-6 of this form and return via email to the [509 FSS Honor Guard](#) box. We will then forward your request to Public Affairs for review. If approved, your information will be entered into our scheduling system, and we will contact you to confirm any specifics as warranted.
3. FACTS TO CONSIDER
 - a. CIVIC EVENTS. It is important to note that Funeral Honors are our primary mission and supersede all other requests. Non-funeral details are subject to change at any time to meet primary mission needs.
 - b. TAPS. IAW AFPAM 34-1202, para 14.13.6, other than for funerals, Taps will be reserved for only the most formal of ceremonies (i.e., Air Force birthday celebrations, balls, etc.)
 - c. FIRING PARTY. Commonly called a 21-gun salute, Firing Party is not authorized for any ceremonies aside from qualified funeral services.
 - d. FLAG FOLDING FOR RETERIMENT CEREMONIES IAW HGMAN 35-515 para 8.57. The flag folding ceremony is not an official part of the Air and Space Force retirement ceremony.
4. If there are any questions concerning your request, you can contact the Whiteman Honor Guard at 660-687-6532, or by email at 509fss.fsoxu.honorguard@us.af.mil.

"To HONOR WITH DIGNITY"

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5. EVENT INFORMATION

POC Rank / Full Name:

POC Phone Number:

Event description:

Date / Time of event:

Ceremony requested (check all that apply):

Change of Command

Present Colors

Post & Retire Colors

Other:

6. LOCATION / DIRECTIONS / SPECIAL INSTRUCTIONS:

PUBLIC AFFAIRS VERIFICATION SECTION ONLY (if applicable)

7. This is to certify that, IAW AFI 34-242 para. 8.25.1, the Honor Guard Ceremonial Support Request listed in item 5 has been evaluated and is:

Approved

Disapproved due to:

509 BW / Public Affairs Representative

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