

DFMWR RESERVATION REQUEST FORM

Fill in information below

Name of Requesting Unit/Organization

POC (Name of responsible patron)

POC Phone Number

POC Email Address

Date(s) of Function

Start/Finish Time of Function

Type/Purpose of Function

Facility/Field Requested

_____ **# of attendees**

_____ **# of AFT lanes requested**

Is Photography allowed? ☐ YES ☐ NO

Is there a VIP list? ☐ YES ☐ NO

If yes, organization must provide a list of VIPs invited to and attending the event.

I _____ am not holding a function or activity for personal gain or organizational profit. I understand IAW DoD Regulation 5500-7-R Government facilities may not be used for personal or private gain.

Requestor's Signature

Date

Special requests or remarks

