

Peterson-Schriever Garrison Public Affairs



COMMUNITY RELATIONS TOUR/VISIT REQUEST

Peterson-Schriever Garrison Public Affairs: (719) 567-5040/556-5185

Please complete this form and submit a list of visitor(s) attending, to include full names, to

50swpa.workflow@us.af.mil and P-SGAR.PA.P-SGARPAPAFB-SAFB@us.af.mil

NOTE: Phones and other electronic devices are not allowed on tours.

Please ensure all areas are completed and correct.

Date of request:	Primary and alternate requested date of visit:
Detailed purpose of visit:	
Organization(s) requested to be visited (or topic of your group's interest):	
Name of visit and/or name/rank/title of visitor (i.e, Command and Staff College) and background info:	
Requestor's name and duty title (position):	POC's name (If different from requestor):
Requestor's organization:	
E-mail address:	POC's e-mail address (If different from requestor):
Requestor's phone number : Office Phone: Cell Phone:	POC's duty and fax number (If different from requestor):
Requested arrival and departure times of visit:	
List any special needs (wheelchairs, etc.) and highest ranking guest attending tour:	
Total number of visitors and is lunch expected during the visit?:	
Mode of transportation and/or number of vehicles (i.e bus, POV, GOVT, commercial):	
FOR PUBLIC AFFAIRS USE ONLY: Special Considerations:	
APPROVAL AUTHORITY:	APPROVED / DISAPPROVED