



## NAVY BAND SOUTHEAST REQUEST FOR MUSICAL SUPPORT

Requests may be made by email or mail.  
Phone: (904) 542-8060/DSN: 942-8060/8059  
E-mail: [NBSE.OPS@NAVY.MIL](mailto:NBSE.OPS@NAVY.MIL)  
Mail to: DIRECTOR NAVY BAND SOUTHEAST  
PO BOX 62 NAS JACKSONVILLE  
JACKSONVILLE, FL 32212



### 1) Type of event – please check the box that best describes your event.

- |   |   |
|---|---|
| <input type="checkbox"/> Change of Command Ceremony<br>Grade/Senior ceremony participant<br>Grade of member being relieved of command | <input type="checkbox"/> Retirement Ceremony<br>Grade/Rank of Retiree and Name:<br>Grade/Rank of senior ceremony participant  |
| <input type="checkbox"/> Command or Station Establishment/Disestablishment<br>Grade/Rank of senior ceremony participant               | <input type="checkbox"/> Military Ball (Opening/Colors Ceremony)<br><input type="checkbox"/> Cocktail Hour <input type="checkbox"/> Ceremony <input type="checkbox"/> Dancing |
| <input type="checkbox"/> Ship or Squadron Commissioning/Decommissioning<br>Grade/Rank of senior ceremony participant                  | <input type="checkbox"/> Patriotic Opener (20-30 minutes of patriotic music prior to the official start time of the ceremony followed by the playing of the National Anthem)  |
| <input type="checkbox"/> Ribbon Cutting Ceremony  | Memorial Service/Funeral Honors   |
| <input type="checkbox"/> Official/Post-Event Reception  | Morning/Evening Colors Ceremony   |
| <input type="checkbox"/> Commissioning Ceremony (LDO, etc.)<br>Grade/Rank of senior ceremony participant                              | <input type="checkbox"/> Other event (please specify)   |

**NOTE: If band support is available, ceremonies will include either the playing or singing of the National Anthem by U.S. NAVY BAND SOUTHEAST MEMBERS ONLY.**

Do you choose to have the Band or a NBSE Vocalist perform the National Anthem? Yes No

2) Date of event (d-mmm-yy) 3) Start time 4) Location Indoors Outdoors 5) Uniform

### 6) Point of Contact

Name(s) & Rank	Phone	E-mail
1.	1.	1.
2.	2.	2.

### 7) Full Command/Sponsoring Organization Name and Local Mailing Address

<div>CO/XO Signature (required)</div> <div>_____</div> <div>Print name, title &amp; email address of person signing the form:</div>
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### 8) Additional Information

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Questions? Please call Navy Band Southeast Operations Desk at (904) 542-8060/8059