

REQUEST FOR GENERAL OFFICER PARTICIPATION

1. General Officer Invited (Name) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. General Officer Wife Invited (Name) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Activity/Event (Describe) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. Day/Date/Time \_\_\_\_\_  
\_\_\_\_\_
5. Location of Activity/Event \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Directions, if appropriate (attach strip map) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Purpose of having General Officer attend \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Requested time of arrival \_\_\_\_\_  
\_\_\_\_\_
9. Who will greet General Officer? \_\_\_\_\_  
\_\_\_\_\_
10. Seating Arrangements (Where and with Whom) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. Will event be indoors/outdoors \_\_\_\_\_  
\_\_\_\_\_
12. Is it appropriate to bring additional guests or family \_\_\_\_\_  
\_\_\_\_\_