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| **Ceremony Information** |
| Name: |  |
| Unit/Command Name: |  |
| Rank/Rate: |  |
| Branch of Service: | Choose an item. | Active Duty [ ]  | Reserves [ ]  |
| Ceremony Type | [ ]  Reenlistment (30 Mins)[ ]  Promotion/Commissioning (30 Mins)[ ]  Promotion/Commissioning (1 Hour)[ ]  Retirement (2 Hours)[ ]  Change of Command (2 Hours)[ ]  Change of Responsibility/ Post and Relief (2 Hours)[ ]  Flag Raising (a $25 fee will be assessed for flag raising not done in conjunction with a ceremony. Please indicate Rank/Rate Name & Years of Service for the certificate. For Flag raising only please fill out the Flag Raising Request Form 2021)  |
| Notes (If any):  |  |
| Estimated # of Guest: |  |
|  |
| **Desired Date** | **Desired Time** |
| 1st Choice | Click or tap to enter a date. | 1st Choice |  |
| 2nd Choice | Click or tap to enter a date. | 2nd Choice |  |
|  |
| **Primary Point of Contact: (Ceremony Coordinator)** |
| Name & Rank: |  |
| Work Phone: |  |
| Mobile: |  |
| Email: |  |
| **Alternate Point of Contact: (Optional)** |
| Name & Rank: |  |
| Work Phone: |  |
| Mobile: |  |
| Email: |  |
|  |
| If you have any questions, please email military@ussmissouri.org or contact us by telephone at (808) 455-1600 ext. 225. *We will respond to all requests within three business days.* |