

U.S. Department of
Homeland Security

United States
Coast Guard



Air Station San Francisco

Public Affairs Support Request

Thank you for your interest in the Coast Guard missions and the invitation to participate in your event. Sponsors must understand that, in all cases, Coast Guard participation must not interfere with Coast Guard operations and training programs, and must be at no additional cost to the U.S. Government.

Instructions: Please fill out the information requested below and email to D11-DG-M-AirStaSF-Scheds@uscg.mil

1. Primary Information:

<i>Name of Event:</i>	
<i>Requesting Agency:</i>	
<i>Objective of the Event:</i>	
<i>Day(s) of the Week, Date(s) & Time:</i>	
<i>Duration:</i>	
<i>Primary Agency POC, email address & phone number</i>	
<i>Secondary POC, email address & phone no. (if available)</i>	

2. Location:

<i>Airfield Identifier (air show) OR Landmark and Latitude/Longitude (flyover of ceremony, sporting event, parade, etc.)</i>	
<i>Airport parking info (if required)</i>	

3. Amplifying Information:

<i>Requested Operation: e.g. fly-by, SAR demo, static display, aircraft tour</i>	
<i>Who is the audience? How many are expected to attend?</i>	
<i>Has the CG supported this event in the past?</i>	

<i>Is admission being charged for the event?</i>	
<i>Is the CG the primary attraction at the event?</i>	
<i>Have other government assets been requested to participate? Please explain. e.g. other military, police, fire, etc.</i>	
<i>Have any media assets been invited? Are any confirmed? Please be specific.</i>	
<i>Additional Comments:</i>	

**** FOR AIR STATION SAN FRANCISCO USE ONLY -- DO NOT FILL IN THIS SECTION****

<i>Priority/Precedence</i>	
<i>Total Mission Time</i>	
<i>Ready Aircraft Plan</i>	
<i>FAA issued parameters (if applicable)</i>	
<i>ORM concerns</i>	
<i>NOTE: Participation of CG aviation assets shall be committed only after consideration of safety, availability of assets, public demand, unit missions, event focus and appropriateness of participation, and equitable treatment of all eligible requests.</i>	
<i>AOPS Comments/Recommendation</i>	
<i>OPS Comments/Recommendation</i>	
<i>EO Comments/Recommendation</i>	
<i>CO Approve/Disapprove</i>	

****AFTER ACTION REPORT-PLEASE INDICATE EVENT STATUS AND COMMENTS****

Successful /Unsuccessful Dispatch: <i>** Unsuccessful Dispatch: Utilize drop down for reason **</i>	
Comments: <i>** Please utilize comment block after event **</i>	