

**FORT CAMPBELL, KENTUCKY
GARRISON PUBLIC AFFAIRS SUPPORT REQUEST FORM**

INSTRUCTIONS: Fill out the entire form, describing the support requested in as much detail as possible. Save the completed form, and submit: via e-mail, to usarmy.campbell.id-readiness.mbx.pao-contact-us@army.mil. Fort Campbell Public Affairs Office (PAO) will review your request to determine how best to support. A Public Affairs representative will contact the requester within 3 business days of submission. Requests require a minimum 30 days advance notice. Exceptions are granted on a case by case basis.

DATE OF REQUEST:

POINT OF CONTACT INFORMATION:

Name: _____ Directorate: _____
Office Phone Number: _____ Cellphone Number: _____
Email Address: _____ Requested Completion Date(s): _____

EVENT INFORMATION (Provide as much detail as possible):

What: _____
When: _____ Time: _____
Where: _____ Who: _____

Other information details (5 Ws about the Event, Observance, Information Campaign):

Social Media Posts: Graphics Needed: Graphics Provided:	Courier Article: Garrison Website:	Digital Garrison App: Press Release:
Community Relations (External Community/Strategic Outreach):		Other: