

**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](mailto: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):**

<b>News Article:</b>	<b>Press Release:</b>	<b>Social Media Posts:</b>
<b>Public-facing Website:</b>	<b>Change of Command Website Updates (Brigade or higher):</b>	Graphics Needed:
<b>Other:</b>		Graphics Provided: