

MILITARY BIOGRAPHICAL DATA FOR RETIREMENT CELEBRATION

**** Requested Celebration Date:** _____

Photo Date: _____
(For Office Use)

Our Contact #: 254-287-5210/Email: army.hoodrso@army.mil

****Bio Data sheet must be turned in as soon as possible if you wish to participate in a ceremony. ONLY the first 9 participants BIO Sheets will be accepted for each ceremony.**

1. Rank, First Name, MI, Last Name and personal email address (NOT WORK EMAIL)

2. YYYY/MM/DD (BASD Date on your SRB)

Branch of Service/MOS

3. Overseas Assignments & Combat Service (i.e., Kuwait, Germany, Hawaii)

4. Years of Service at Retirement: _____

**5. List Awards (MSM 2d Award, ARCOM, AAM 4th Award; do not list awards below an AAM)
Do not include Retirement award)**

6. Job Title (NO ABBREVIATIONS...please spell out)

**7. Full Unit Name to include Command and /or Division and Duty Station (NO ABBREVIATIONS
HHB... SPELL OUT Headquarters and Headquarters Brigade)**

8. Type of Retirement Award (Your award must have been submitted and worked through your chain of command prior to your request to stand in the ceremony)

9. Name/phone number of 1SG or higher immediate chain to contact on status of your award.

10. Retirement Date: _____ Medical Retirement Date: _____
(Must have a Retirement Date to participate. No Exceptions)

11. If Married, Spouse First Name, MI, Last Name

12. Children (only if living with you): Yes _____ No _____ (Please "X" One)

13. Date of Rank: _____ Full SSN: _____

13. Home/Cell Number Where You Can Be Reached _____

15. Who Will Be Your Escort At Ceremony? (Must be a spouse or blood relative)

(First Name, MI, Last Name) (Relationship to you)

16. Number of Guests: _____ (No more than 9 guests may have reserved seating)

17. List 1 major highlight while in the military:

18. Provide a mailing address in case we need to mail your ceremony documents:

19. Mandatory Quote for Program. (i.e. "God Bless America"; "Freedom isn't always free") Must not be over 2 lines.

20. Song from Approved Serenade List you wish to be played during your recognition

****Notes: There will be one (1) rehearsal conducted prior to the celebration. You must attend the rehearsal in order to participate.**