Ceremony Information Sheet

Month attending Post Retirement Ceremony: _____

Rank: _____ Full Name: _____
Last Suffix First Full Middle

Unit: _____

Job Title (No acronyms): _____

Date of Retirement: _____ Date Entered Service: _____ Years of Federal Service: _____

Combat Tours: Locations/# of tours: _____

Overseas PCS Tours: Locations/# of tours: _____

Awards: (list number of awards below):

DSM _____ SS _____ PH _____ BSM _____ LOM _____ MSM _____ ARCOM _____ AAM _____

Joint Awards: DMSM _____ JSCM _____ JSAM _____ Others: _____

Retirement Award: _____ Supervisor/ S-1/G-1 POC email for award: _____

Spouse Full Name: _____ Attending: _____

Full Name of Children for certificates: _____ Attending: _____

_____ Attending: _____

_____ Attending: _____

_____ Attending: _____

_____ Attending: _____

Retirement Address: _____

Personal Cell: _____

Personal E-mail: _____

Please have a current DA Photo or Retirement photo from VIOS for the Retirement Ceremony Program.

Attention: Please contact **Mr. Eleazar Pyscher** at Executive Services Division at (502) 624-7822 or eleazar.j.pyscher.civ@army.mil NLT the **FIRST WEEK** of the month of your ceremony to conduct your final coordination.