



TOUR REQUEST

920th Rescue Wing



INSTRUCTIONS: Email completed form to the 920th Rescue Wing Public Affairs office for routing and approval: 920RQWPA@us.af.mil
Please submit requests **no earlier than 120 days and no later than 30 days prior** to the event.

REQUESTER INFORMATION

Name/Title/Organization:

Email:

Primary Number:

Today's Date (mm/dd/yyyy):

TOUR INFORMATION

Name of Group/Organization:

Requested Tour Date (mm/dd/yyyy):

Alternate Tour Date (mm/dd/yyyy):

Type of Group

Estimated Group Size *(Groups must be between 10 and 50 people):*

VIPs in Attendance:

Foreign Nationals in Attendance?

PURPOSE OF VISIT AND JUSTIFICATION

Please state why your group would like to visit, mode of transportation and any additional information not covered within this form:

ROUTING AND APPROVAL

(INTERNAL USE ONLY -- THIS SECTION COORDINATED BY 920th RQW PUBLIC AFFAIRS)

Assigned PA POC/Coordinator:

Sign when PA notification to the requester has been completed:

Final Disposition: Approve/Disapprove

Additional tour information, guidelines

Tours are subject to change or cancellation based on operational requirements. Please notify the Public Affairs office of any delays or cancellations: 321-494-0536.

All standard one-hour tours will be scheduled on a week day and will be conducted during normal business hours, 8 a.m. to 4 p.m. If requesting anything beyond the standard 1-hour tour, please provide justification above.

Groups must have at least 10 attendees and are limited to no more than 50. All guests must be high school age or older. Please notify us if any tour guests are not U.S. citizens.

Groups are responsible for their own transportation and making all other arrangements outside the standard tour (e.g. if tour includes a lunch stop).

Due to the heat present in Florida during the summer, August tour requests are discouraged as to not cause discomfort for visitors.

Photography is authorized. Visitors are expected to dress appropriately. Recommend comfortable clothing with no rips or tears. High heels are not recommended.

Prohibited items include, but are not limited to animals, except service animals for persons with disabilities; Explosives, weapons, and alcohol; Bladed, edged, or sharp weapons; knives with blades 2.5 inches in length or longer; Bicycles, motorcycles, scooters, tricycles, or any other self-propelled or motor-powered personal transport (e.g., Segway) however please note that this criteria does not include medical mobility equipment. Also prohibited are Unmanned Aerial Vehicles (Drones) and oleoresin capsicum (OC) ("pepper spray").