

COMMUNITY OUTREACH SUPPORT CHECKLIST

1. Navy Recruiting

a. Navy Recruiting District Commanding Officer:

(1) Address:

(2) Phone:

(3) Cell:

(4) Email:

b. Navy Recruiting District Liaison Officer:

(1) Address:

(2) Phone:

(3) Cell:

(4) Email:

2. Marine Corps Recruiting

a. Marine Corps Recruiting District Commanding Officer:

(1) Address:

(2) Phone:

(3) Cell:

(4) Email:

b. Marine Corps Recruiting District Liaison Officer:

(1) Address:

(2) Phone:

(3) Cell:

(4) Email:

3. Event general admission tickets (200 per air show day): YES NO

4. Reserved seating tickets (100 per air show day): YES NO

5. Recruiting booth/exhibit display (measuring up to 60' wide X 80' long X 20' high) for all air show days: YES NO

6. Recruiting advertisement for the Navy and Marine Corps in every program. YES NO

7. COMMUNITY OUTREACH EVENT INFORMATION:

a. Submitted Community outreach forms to events office: YES NO

### Outreach Event Visit Request:

- (1) Name of event or Hospital (exact name and correct spelling required, in order to make personal Lithograph for each event):
- (2) Date of visit:
- (3) Scheduled visit time (normally 0830-0930 / 1130-1230 at airfield):
- (4) If applicable, schools first period start and end times:
- (5) Hotel departure time:
- (6) Driving time from hotel to outreach event **must be** less than 25 minutes driving time (traffic/delay time included) Estimated driving time:
- (7) Navy Recruiter Escort Name (Rate/Rank, first and last):
- (8) Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_
- (9) Marine Recruiter Escort Name (Rate/Rank, first and last):
- (10) Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_
- (11) Est. Attendance: \_\_\_\_\_ (used to bring appropriate number of handouts for students)
- (12) Event POC (first and last name):
- (13) Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_
- (14) DVD, projector and proper sound equipment available: YES      NO

I certify the outreach site is ready and willing for a Blue Angels visit and all personnel associated with the visit will be in place, on time, with the appropriate multimedia set up prior to the Blue Angels arrival.

Recruiter

Event POC