

# Fort Carson Army Community Service



## Briefing Request Form

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UNIT (CO, BN, BDE) \_\_\_\_\_

Request POC (Rank, Name) \_\_\_\_\_

POC Email Address \_\_\_\_\_

POC Phone \_\_\_\_\_

Name of Event/Briefing \_\_\_\_\_

Date/Time of Event \_\_\_\_\_

(please allow a minimum of two weeks notice)

Address/Location for Event \_\_\_\_\_

Number of anticipated attendees \_\_\_\_\_

A/V available at location? (i.e. projector, screen, sound) \_\_\_\_\_

Additional Information or questions:

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*Please submit your request on this form, or in email format to:*

[usarmy.carson.imcom-fmwrc.list.dfmwr-w-acm-mob-deploy-readiness](mailto:usarmy.carson.imcom-fmwrc.list.dfmwr-w-acm-mob-deploy-readiness)