For the contact phone number you may enter a DSN, a commercial or a cell phone number. Please be as specific as possible when describing your event.

Note reoccurring dates in the Event/Program Details section; specify if the event occurs daily, weekly or monthly.

Not an FSS Facility?

Please contact the Force Support Marketing Department at (228) 376-8369 for print & promotion rates prior to submitting this form.

Required fields are marked with \*.

Marketing Requests must be submitted two months prior to event date or needed publicity. Requests are due on the first business day of each month. No request will be processed before 10 business days.

Sponsorship Requests must be submitted THREE MONTHS PRIOR to event date. Only FSS Facilities are eligible to receive Commercial Sponsorship.

(Please click here in order to download the Sponsorship Request Form Please fill it out and send it to the Sponsorship coordinator.

After Action Report

Submit no later than five business days after a major event. Be sure to include financial details and photos.

(Please click here for After Action Report)