COI Event Request

(For use of this form see USAREC Reg 601-2)

1. To:	2. From:	3. Date:

4. Proposed date, time, and location:

5. Name and address of proposed vendor: **Proposed menu:**

6. Sponsor RS, Rctg Co, or HCRT:	7. Expected Attendance: _____	8. Cost:
	Military/DOD hosts _____	Per Person _____
	COI _____	Attendance _____
	TAIR Assets _____	Total _____

9. Area schools or counties involved:

10. Goals, scheduled activities, and/or information to be presented:

11. Remarks:

12. Type requester's name and grade:	13. Requester's Signature:

14. Rctg Bn or AMEDD Det commander action:

☐ **Approved**   ☐ **Disapproved**   **Date:** _____   **Rctg Bn or AMEDD Det Control Number** _____

15. Type name and grade:	16. Signature:

17. Rctg Bde commander action:

☐ **Approved**   ☐ **Disapproved**   **Date:** _____   **Rctg Bde Control Number** _____

18. Typed name and grade:	19. Signature: