

# NAVY BAND NORTHEAST REQUEST FOR MUSICAL SUPPORT

*Requests may be made by email or mail.*  
**E-mail:** [NavyBandNEoperations@us.navy.mil](mailto:NavyBandNEoperations@us.navy.mil)  
**Mail to:** DIRECTOR NAVY BAND NORTHEAST  
 347 EASTON STREET  
 NEWPORT RI 02841  
 (401) 841-2479

**1) Type of event – please check the box that best describes your event.**

<input type="checkbox"/> Change of Command Ceremony Grade/Rank of senior member of official party	<input type="checkbox"/> Retirement Ceremony Grade/Rank of Retiree and Name:
<input type="checkbox"/> Command or Station Establishment/Disestablishment Grade/Rank of senior member of official party	<input type="checkbox"/> Military Ball (Opening / Colors Ceremony)
<input type="checkbox"/> Ship or Squadron Commissioning/Decommissioning Grade/Rank of senior member of official party	<input type="checkbox"/> Patriotic Opener (30 minutes of patriotic music prior to the official start time of a conference or awards ceremony followed by the playing of the National Anthem)
<input type="checkbox"/> Ribbon Cutting Ceremony	<input type="checkbox"/> Memorial Service / Funeral Honors
<input type="checkbox"/> Official / Post-Event Reception	<input type="checkbox"/> Morning / Evening Colors Ceremony
	<input type="checkbox"/> Other event (please specify)

"I understand that if musical support is available, all Honors, including the U.S. National Anthem, will be performed/sung by NAVY BAND NORTHEAST" (check box to certify)

**2) Date of event**

**3) Start time**

**4) Location**

**5) Uniform**

(military specify)





**6) Point of Contact**

Name(s)	Phone	E-mail
1.	1.	1.
2.	2.	2.

**7) Full Command/Sponsoring Organization Name and Local Mailing Address (as it appears on letterhead)**

By signing this form, I certify that I am the CO or XO of the command requesting musical support from Navy Band Northeast"

**8) Additional Information**

**Questions? Please call the Navy Band Northeast Operations Desk at (401) 841-2479**