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| U.S. Coast Guard Auxiliary – Flotilla 014-25-04 **Public Affairs – Publicity Request Form** |

Project Description/Title of Event:

Goal of Publicity/Marketing:

Today’s Date: POC (Point of Contact) within Flotilla and Position:

Contact Information for POC: Phone: Email:

Date of Event: Beginning Time Ending Time

Place/Location:

Other Sponsoring Organizations/Partners/Flotillas:

Audience you’re Trying to Reach: Towns You Wish to Reach:

Registration Fee: Does Their Fee Entitle Them to Any Materials?

Deadline for Registration: Maximum capacity of event/project?

How to Register: Any Age Restrictions:

If a Class – Names, Flotilla, Flotilla Positions and Home Towns of Instructors:

Other Information That Would Be Helpful in Publicizing This Project:

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| Media Outlets You Recommend To Publicize This Project |
| * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**This form should be submitted to the FSO-PA at least 60 days prior to event for maximum exposure.**

For FSO-PA Only: Date received by FSO-PA:

PA Project #:

NOTES: