

# DYESS AIR FORCE BASE MARQUEE DISPLAY REQUEST

All requests to display a message on the Dyess AFB electronic marquee must be submitted to the 7 BW/PA office no later than two duty days before the sign is to be displayed. Messages are limited to Emergency/Exercise Notifications, DV Visit welcomes and high-level base events. Messages will run for one day only unless otherwise approved by the PA NCOIC, Command Information. All requests should be limited to one display board - 4 lines x 14 characters. For safety and security, personal phone numbers will not be posted on the marquee. Fill out the chart below, using alphabetic and numeric characters only - spaces count. Requestors are responsible for submitting message display requests with correctly spelled names, phone numbers, etc. Requests must be forwarded to the PA office at 7bwpa@us.af.mil. Please call 696-4820 with any questions.


TO: 7 BW/PA

FROM:

Requested run date \_\_\_\_\_  
(DAY) (MONTH) (YEAR)

Requested run time:

For questions, contact:

//signed//