

USO MOBILE RESERVATION



MOBILE PROGRAM INFORMATION

Overview

Funded through a donation by the Boeing Company, The Mobile USO Program is designed to significantly expand that capacity of services and assistance provided to the military and their families in our region. Events and activities include: Homecomings, Deployments, Training Exercises, Military Community Events, Command Air Shows, etc. The centerpiece of the program is a 34' custom "RV" completely outfitted with a stainless steel kitchen, the latest in high tech gadgets, and plenty of cool supplies!

Requirements and Logistics

The Mobile Unit is a self-contained operation! Our event activation is powered by two internal generators and it must be parked on a flat surface (no incline, hill, etc). There are other basic logistical requirements that we will coordinate with you to make your event a fun success for everyone! Distribution of served foods will be on a case by case basis pending the event/function and attendance. On board we will have a variety of pre-packaged, individually wrapped, branded products (ex: bagged chips, granola bars) and other foods we prepare in the mobile kitchen (hot dogs, cookies, yum!).

Reservation Form

The following page is the Mobile Reservation Form!

Please complete the entire form as it will be the main information source the Mobile Team uses when preparing for your event. Let us know – the more, the better! The Mobile Team needs time to plan accordingly for each individual event day. Please provide a minimum 20-day notice prior to your event and please book no more than three months in advance.

Important Notes- Please Review!

The main mission of the Mobile USO is to support the incoming and outgoing troop movement. Deployments and Homecomings will take priority over morale, field training, civic or social events on a case by case basis. On occasion, USO-Metro may have to postpone, reschedule or cancel events for other morale, training and social engagements or due to availability, inclement weather, unexpected circumstances, quality assurance, etc.

- Due to the nature of our mission, your flexibility is appreciated -

Questions, Assistance, Contact Information:

Shalyn Bartelt, Mobile USO Manager
USO of Metropolitan Washington, Inc.
228 McNair Rd., Building 405
Mailing Address: PO Box 1710
Fort Myer, VA 22211
P: 703.696.2552 F: 703.696.2550

shalyn@usometro.org

<http://www.usometro.org/mobilecanteen>

USO Mobile Reservation

Date of Request: Name/Title of Event:

Event Date: Event Times: Start: End:

Brief Event Description:
(please include website if applicable)

Location of Event:
(include street address, state, zip, bldg #)

Directions to Event Site and Mobile Unit
Parking: (mobile departs from Ft. Myer)

Number of Event Participants: Military Family:
Public

Check Service Branch: Army Navy Marines Air Force Coast Guard Other:

Type of Event Requested: Deployment Homecoming Morale Field Training Special Event: Other:

Types of Service: Breakfast Items Lunch Snacks Beverages:
Water, Soda, Tea, Coffee, Hot Chocolate
(highlight/circle all that apply)

Detailed Description of Services Requested:

Requestor's Name/Rank: Unit/Command/Affiliate:

Work Phone: Cell Phone:

Email Address:

Alternate POC Name/Rank:

Work Phone: Cell Phone:

Email Address:

IMPORTANT NOTES:

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FAX completed form to USO-Metro 703.696.2550

Questions- please contact Mobile USO Manager, Shalyn Bartelt- 703.696.2552/ shalyn@usometro.org

Office Use Only:

Received:

Confirmed: