

# Military HR Booking Form

Required Information

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Name of person submitting form: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

## **Military HR Booking Information**

Name/Rank of the Deceased: \_\_\_\_\_

Number of Escorts traveling: \_\_\_\_\_

Is the Escort Military or Civilian (circle)? Military / Civilian

Name(s) and Military rank of Escort(s) traveling with the Deceased Service Member: \_\_\_\_\_

Contact information for Escort: \_\_\_\_\_

Will there be an Honor Guard Detail present?

Origination City \_\_\_\_\_ Destination City \_\_\_\_\_

Number of Honor Guard expected in detail per location:

Origination City \_\_\_\_\_ Destination City \_\_\_\_\_

Will there be any family members requesting to travel on the same flight as the Deceased? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, how many family members are expected to be onboard? \_\_\_\_\_

Will planeside access for a hearse be needed at destination? \_\_\_\_\_

Local contact (name & phone number) for coordinating the screening of honor guard and ramp access

*NOTE: this may be the local Military coordinator or funeral home*

Origination City: \_\_\_\_\_

Destination City: \_\_\_\_\_

**Southwest Support® Booking: (888) 922-9525**

Southwest Support Customer Care Center Hours of Operation:

Monday-Friday 6:30 a.m.-8:00 p.m. (central time)

Saturday-Sunday 8:00 a.m.-5:00 p.m. (central time)