**Eligibility Criteria**

The Community Relations Office provides the public an opportunity to participate in organizational group tours on base and facilitates requests for military participation in selected community events.

**All** [**request forms**](http://www.pendleton.marines.mil/Portals/98/Docs/Public%20Affairs/dd2536.pdf) **must be submitted at least 45 days prior to the event, but no earlier than 90 days prior to the event to** [**Headquarters Marine Corps Public Affairs Office**](mailto:hqmc.comrel@usmc.mil)**.**

The Marine Corps may take part in programs or events sponsored by local, state or federal governments; veterans, service-related, patriotic and historic organizations; and civic, service, youth, professional or educational entities.

There are certain restrictions regarding military support for community events. Acceptable requests will be in support of events that are open to the public and are of community-wide interest. The United States Marine Corps and the United States Navy have restrictions governing the support of events at sites owned or leased by religious, political and special-interest organizations, or for organizations that may discredit the U.S. Armed Forces. In addition, service members cannot officially participate in beauty pageants, or serve as escorts. Special considerations for events of similar nature may be considered upon review by the community relations chief. Events that are being held for any type of fund raising purposes will not be supported. Event must be within a 50 mile radius of the Marine Corps Installations West Headquarters. All restrictions are in accordance with the guidance given in SECNAVINST 5720.44B, MCO 5720.77, MARADMIN 639/13.

Although your event may meet the criteria listed above, this does not guarantee that the event can be supported. Events will be considered on the basis of participant availability and unit operational commitments. This will be determined at the discretion of the Camp Pendleton public affairs Chief and community relations chief.

If your event cannot be supported you will notified by HQMC no later than 21 days prior to your event. For the additional information on community relations support restrictions please contact the community relations chief at the contact information given on the website.