



Women In Military Service For America Memorial

Memorial Drive, Arlington National Cemetery, Arlington, VA

703-892-2606/7174 • Fax: 703-892-7202

www.womensmemorial.org • memorial@womensmemorial.org

Mailing Address: 200 N. Glebe Rd., Suite 400; Arlington, VA 22203

Event Request Form

Name _____
(Last) (First) (MI)

Rank _____ Service Branch _____

Company Name _____

Address _____

City _____ State _____ Zip Code _____

Telephone Numbers (H) _____ (W) _____ (Fax) _____

E-mail Address _____

Event Date _____ Time _____

Military Related Ceremonies and Receptions

Military personnel are invited to have their ceremonies and receptions—promotions, re-enlistments, commissionings, etc., at the Women's Memorial. All catering services must be pre-approved and a valid certificate of liability insurance must be presented.

Special Events

The Women's Memorial with its panoramic view of Washington, D.C., is less than one mile from the Lincoln Memorial and situated at the entrance to Arlington National Cemetery. The Women's Memorial can accommodate events of all sizes from weddings and receptions, galas and corporate functions, to theater and film festivals. Seated functions can accommodate 500, while receptions can accommodate 1000. Also available is a 196-seat theater with a 14' x 23' stage, and a 50-seat conference room.

Parking and Metro

Paid parking is available at a per hour rate at the Arlington Cemetery Visitors Lot. All vehicles, to include military and government vehicles, must use this parking facility, which is located on Memorial Drive, approximately two city blocks from the Memorial. Parking is not permitted in the Cemetery Administration Building parking lot. Individuals requiring handicapped parking or making service deliveries must coordinate access to Memorial Drive with the Women's Memorial. Special event parking, shuttle service and valet parking can be arranged on a per event basis. The Women's Memorial is readily accessible by Metro—Blue Line, Arlington National Cemetery stop.

Information and Tours

If you would like to schedule an event, arrange a tour or if you wish additional information, please contact Donna Houle, Director, Memorial Education Center at 703-892-2606 or by e-mail at memorial@womensmemorial.org.

CONTRIBUTIONS

The Women In Military Service For America Memorial Foundation is a not-for-profit organization.

Contributions are greatly appreciated and may be made payable to

Women's Memorial, Dept. 560, Washington, D.C. 20042-0560.

800-222-2294 • 703-533-1155 • Fax: 703-892-7202