



DEPARTMENT OF THE ARMY
U.S. ARMY MILITARY DISTRICT OF WASHINGTON
WASHINGTON, DC 20319-5050



REPLY TO
ATTENTION OF

October 23, 1995

Directorate of Ceremonies and Special Events
Memorial Affairs Division

Mr. Robert G. Matthews
William G. Enloe High School
226 Clarendon Crescent
Raleigh, North Carolina 27610

Dear Mr. Matthews:

William G. Enloe High School is scheduled to place a wreath at the Tomb of the Unknown Soldier on November 18, 1995, at 2:05 p.m., with the stipulation that the enclosed instructions are followed.

Enclosed are the Sequence of Events for the Wreath Ceremony, the Arlington National Cemetery Visitors Rules, and the Dress Code. It is the responsibility of the group participating in the wreath ceremony to provide its own wreath, and because of space limitations, select a maximum of four persons to be the official wreath party. A representative must report to the Tomb Guard Quarters with a copy of this letter thirty minutes prior to the scheduled ceremony. To arrange parking please contact Mr. Tom Sherlock at Arlington National Cemetery at (703) 695-1622.

Any schedule change desired must be received at this office not later than ten working days prior to the date scheduled above. Changes will only be accepted from the addressee of this letter and only one schedule change will be accepted for this ceremony.

Also, I must point out that this ceremony is subject to delay or may be preempted by official military requirements.

If I may be of further assistance, please let me know.

Sincerely,

THOMAS L. GROPPEL
Director
Ceremonies and Special Events

Enclosures