AMERICAN BATTLE MONUMENTS COMMISSION

Cemetery Operations

ABMC Event Request Form – Instructions

The American Battle Monuments Commission (ABMC) is an independent agency of the United States Government operating under Chief of Mission authority abroad whose mission is to honor the service, achievements, and sacrifice of the U.S. Armed Forces abroad. ABMC manages and maintains 26 cemeteries and 30 federal memorials, monuments, and commemorative plaques around the world, including 3 memorials in the United States. For more information about ABMC, please visit https://www.abmc.gov or our social media accounts: @usabmc.

ABMC cemeteries, memorials, and monuments are not generally available for public events. No event will be permitted at any ABMC site without prior approval. ABMC bears sole responsibility for the protection and maintenance of its sites, and for maintenance of proper decorum. As such, each ABMC Superintendent or designee retains the right to deny entry to the cemetery and to cancel any event for adverse weather or other safety or security concerns, or for conduct that is detrimental to the dignity and decorum of the site.

Any individual, organization, or association (Applicant) requesting to organize an event at an ABMC cemetery, memorial, or monument must submit this form. Once completed, this form must be submitted to the respective ABMC cemetery (see contact list at the bottom of the application form) at least 30 days prior to the requested event date for review and approval. For requests involving multiple ABMC sites, send the completed form to: EventsParis@abmc.gov

For approved events, visitors will check in with ABMC staff upon arrival and provide approval confirmation (digital or hard copy). If your group is delayed, please notify the cemetery as soon as possible. Delays greater than 15 minutes may result in cancellation at the discretion of the Superintendent or designee.

Permission to hold events at ABMC sites is subject to the Applicant's agreement to fully comply with the conditions listed below. Submission of this form indicates Applicant’s understanding of, and agreement with the following conditions:

1. Events at ABMC sites must be free of charge

2. Events will not disrupt or intrude upon the privacy of other visitors paying their respects, nor interfere with the work of ABMC employees.

3. Events must comply with U.S. and host nation rules, regulations, and policies including insurance, labor laws, safety, and security requirements.

4. Events without commemorative purposes, including concerts, performances of any type, weddings, photo shoots, etc., are not authorized at ABMC sites. Political events and commentary of any type are also prohibited.

5. Any request involving participation of U.S. or host nation government, local officials, or military representatives must be coordinated with the ABMC site Superintendent or designee.

6. Events will be accomplished at no cost to ABMC or the U.S. Government and will be scheduled between 9:00am and 4:30pm local time. Events at times other than during these hours must receive prior approval for an exception to policy. ABMC sites are generally unavailable for events on Christmas Day and New Year's Day, and during the period before and after Memorial Day and other ABMC events.

7. No modification of existing site features will be allowed.

8. The Applicant agrees to promptly reimburse ABMC for the costs of:
   a. Restoration of any damage to ABMC facilities caused by the Applicant's event; and
   b. Additional staff and/or security guards required during business hours to support the event.

9. Unless due to the negligence of ABMC or the U.S. Government, Applicant waives any and all claims against ABMC or the U.S. Government for any injuries, death, property damage, or loss of profits that may occur to the Applicant or Applicant's employees, or any other person or entity either directly or indirectly, during events at ABMC sites. Applicant agrees to indemnify and hold harmless ABMC against any claims for injuries, death, property damage, or loss of profits resulting from Applicant's activities at ABMC's site.

10. Other than the performance of their routine responsibilities, ABMC employees on duty will not perform or provide services or support to any event activity without the approval of the ABMC Superintendent or designee.

11. All guests must conduct themselves in a respectful and reverent manner while at the cemetery; ultimate discretion to remove a guest from the site for disrespectful conduct rests with the Superintendent or designee.

12. Pets, companion animals, and emotional support animals are not permitted on-site. Service animals (i.e., a dog [or in some circumstances a miniature horse] that is trained to do work or perform tasks for the benefit of an individual with a disability) are allowed. They must be kept under the control of the handler and must be cleaned up after.

13. Food and drink are not permitted within the cemetery property, except for water.

14. An additional permit from ABMC is required for any film/photos that are for non-personal use, and for any use of a drone. Typically, drones are only permitted to be flown during a site's nonoperating hours. To request approval for non-personal filming or photography, or for drone usage, Applicant must submit a Film/Photography/Drone Request to FilmRequest@abmc.gov. Photographers and videographers will respect the privacy of other visitors and staff who do not wish to be photographed or filmed.

15. The site of the requested event will remain open to all visitors during any approved event.

16. All requested elements of the event must be included in the submission, and all require prior ABMC approval. Subsequent changes to the approved event may not be accommodated or validated.

17. All remarks shall be centered on cemetery-appropriate topics (e.g., those commemorated by ABMC, WWI and WWII, sacrifice and honor, U.S. military history, etc.) and will avoid topics that detract from the commemorative purpose of ABMC's sites.

18. Any request for military support is the sole responsibility of the Applicant. Any approved support will be coordinated with the ABMC site Superintendent or designee.

19. Re-enactors in costume/uniform are prohibited.

20. The wearing of uniforms, rank, medals, and/or decorations must follow regulations from the awarding entity, including applicable country laws.

21. Weapons or weapon props of any type, including demilitarized models, are prohibited.