



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 28TH BOMB WING (AFGSC)  
ELLSWORTH AIR FORCE BASE SOUTH DAKOTA**

# Ellsworth Tour Request

---

28th Bomb Wing Public Affairs, 1958 Scott Drive, Suite 4, Ellsworth AFB, SD 57706 (605) 385-5056 28BW.Public.Affairs@us.af.mil

Sir/Ma'am,

First and foremost, thank you for expressing an interest in Ellsworth Air Force Base, and the United States Air Force. The following information explains the requirements your group must meet prior to approval or consideration for a tour provided by the 28th Bomb Wing Public Affairs office. This document must be completed and returned to the 28th Bomb Wing Public Affairs office for the approval process to begin.

## **SCHEDULING OPTIONS:**

Base tours are conducted on the first and third Tuesday of each month from April 1 to October 1. Tour groups must request a date during that time period. Dates are reserved on a first-come, first-served basis. The itinerary may fluctuate based on the availability of our supporting agencies.

## **REQUIREMENTS:**

All tour participants must be at least 12 years old. Tour groups must have at least 15 people and be no larger than 30 people. You will be required to provide a complete list of all tour participants. The list must include the following information for every participant:

- First name
- Last name
- Date of birth
- Contact telephone number
- Driver's license number with name of issuing state (for those eligible to drive)

The requestor must notify the 28th Bomb Wing Public Affairs office if there will be any distinguished visitors or foreign nationals (both military and civilian) attending the tour so that we can make the appropriate preparations.

All required information must be received **10 BUSINESS DAYS PRIOR TO YOUR TOUR DATE**. This information is required for security and accountability purposes and is **MANDATORY**. If the information is not received by the established deadline the tour will be cancelled.

**TRANSPORTATION:**

Due to fiscal restraints, the Air Force may not be able to provide transportation during the tour. This may require the requester to provide a bus. Please note, due to security considerations, we cannot “convoy” multiple vehicles around the base. In addition, private transportation is not allowed on any of the aircraft parking areas or flightline.

**PHOTOGRAPHY:**

We encourage visitors to bring cameras. The group will be briefed by the 28th Bomb Wing Public Affairs representative on what can or cannot be photographed or recorded. A separate photography authorization letter will be developed from the information provided by participants prior to the tour.

**CANCELLATIONS:**

Please note, due to operational requirements, we may be required to cancel or modify your tour on short notice. In the event that this happens we will work to reschedule your visit.

**CONTACT INFO:**

Please refer to the attached tour itinerary for schedule and times. If you have any questions, please contact the 28th Bomb Wing Public Affairs office at **(605) 385-5056** or email us at **28BW.Public.Affairs@us.af.mil**.

**AKNOWLEDGEMENT OF UNDERSTANDING:**

By signing in the field below you acknowledge that you understand and will comply with the contents of this official document. Any failure to do so may result in cancellation of your requested tour.

<b>Tour Requestor</b>	<b>Date</b>	<b>Public Affairs Representative</b>	<b>Date</b>
-----------------------	-------------	--------------------------------------	-------------

Attachments: 2  
Base Tour Worksheet  
Standard Tour Itinerary



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 28TH BOMB WING (AFGSC)  
ELLSWORTH AIR FORCE BASE SOUTH DAKOTA**

**Ellsworth Air Force Base Tour Request Form**

\*Please submit the following information by mail or e-mail as soon as possible.

Mail to:

**28th Bomb Wing Public Affairs  
1958 Scott Drive, Suite 4  
Ellsworth AFB, SD 57706**

E-mail to:

**28bw.pa@us.af.mil**

**Audience:**

Name of Organization:

Age Range:

Number of visitors (Min. 15, Max. 40):

Specific Requirements for the group, i.e. wheelchair accessibility :

**Tour Group Primary Point of Contact:**

First Name:

Last Name:

Telephone:

Cell Phone:

E-mail:

Mailing Address:

**Preferred tour dates:**

Would your group like to purchase lunch at the Dakota's Club?

YES

NO



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 28TH BOMB WING (AFGSC)  
ELLSWORTH AIR FORCE BASE SOUTH DAKOTA**

**Ellsworth Air Force Base Tour Itinerary Example**

10:00	Tour pick-up at South Dakota Air and Space Museum 2890 Davis Drive, Ellsworth AFB, S.D. 57706
1100 - 1130	UMB Mission Brief at Bomber Squadron
11:45 - 12:45	Lunch at Raider Cafe
1:00 - 2:00	Support Agency (Rotating: Military Working Dog, Fire Department, Cold Spray, Raiderwerx, RAPCON, Metals Technology, Engines, EOD)
2:15 - 3:30	B-1B Lancer Static Display

If you have any questions or need more information, contact the 28th Bomb Wing Public Affairs office at (605) 385-5056 or via email at [28bw.pa@us.af.mil](mailto:28bw.pa@us.af.mil)

\*Note: This is an example schedule. Times and events may change due to availability.