

UNIT LETTERHEAD

MEMORANDUM FOR AMC PASSENGER SERVICE AGENTS

Date

FROM: 31st Fighter Wing
Aviano AB, Italy
APO AE 09604

SUBJECT: Dependent Verification Letter (Dependents of Deployed Military Member)

1. The individuals listed below are dependents of MSgt Cindy D. Public, USAF, SSN XXX-XX-XXXX.

<u>Dependents Names</u>	<u>SSAN</u>	<u>Relationship to Sponsor</u>
Richard C. Public	XXX-XX-XXXX	Husband
Richie C. Public	XXX-XX-XXXX	Son
Shaun E. Public	XXX-XX-XXXX	Son

2. In accordance with DoD 4515.13-R, "Air Transportation Eligibility," this letter verifies these dependents are authorized Space-Available (Space-A) air transportation to/from CONUS and OCONUS locations, between CONUS locations, and within/between OCONUS theaters, unaccompanied only during the sponsor's deployment, starting on (state military member's departure date) and ending on (state military member's return date).

3. Category of travel when member is deployed:

- a. 30-364 days Category IV
- b. 365 or more consecutive days Category III

4. Dependents under the age of 18 must be accompanied by an eligible parent or legal guardian. For additional information or questions please contact our unit at DSN XXX-XXX-XXXX or Commercial (XXX) XXX-XXXX.

5. I certify the dependents listed above were briefed the following: "Space-A travel program is a privilege (not an entitlement). The military does not guarantee transportation to the final destination or return travel. The military is not responsible for providing lodging, ground transportation, meals or other incidental expenses incurred during Space-A travel if flights are delayed, diverted or canceled."

JOHN DOE, Lt Col, USAF
Commander