



DEPARTMENT OF THE AIR FORCE  
4TH FIGHTER WING (ACC)  
SEYMOUR JOHNSON AIR FORCE BASE NC

15 March 2023

MEMORANDUM FOR 4 FSS/FSVS

FROM: (Your Squadron)

SUBJECT: Letter of Intent for Intramural Softball

1. The Intramural Softball season will commence on or about 1 May 2023.
2. Your organization is invited to participate in the Intramural Softball season. Please let us know of your intention by completing and returning the endorsement of this letter. **Your endorsement must be returned to our office by 6 April 2023.** Please fill out the requested information completely.
3. The coaches' meeting will be held on 7 April 2023 @1300. The location for this meeting will be at the Fitness Assessment Cell.
4. If you have any questions or concerns, please contact SSgt Emerson Fajardo, Mr. Brent Marriner or SrA Jada Rush at 722-0420.

The (your squadron) will ENTER A SOFTBALL TEAM.

Your squadron must name a head coach **and** an assistant coach on this letter before submitting it to the fitness center.

**Team Coach:**

First Name:   
Duty Phone:

Last Name:  Rank:   
Email Address:

**Assistant Coach:**

First Name:   
Duty Phone:

Last Name:  Rank:   
Email Address:

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(First Sergeant/Commander Signature)