Submit request by email at least 10 workdays prior to date of event to:
ensure timely processing.
SECTION I - EVENT INFORMATION (To be completed by requesting organization):


Name and Grade of Requesting Officer
Signature

SECTION II -COMPTROLLER/NAFFA REVIEW: APF/ORF funding for this function: $\square$ _ is authorized $\square \square$ is not authorized IAW AFI 65-601, Vol 1 or AFI 65-603.
Name. Grade, Title
Signature

SECTION III -FSS FUND CUSTODIAN REVIEW:



