



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

MEMORANDUM TO 4 FSS/FSR

FROM:

SUBJECT: Request Approval for Unit Funds

1. Request approval for (Squadron Name) to obtain unit funds for (Holiday Party/Picnic).
2. The following information is provided:
 - a. Date and place of function:
 - b. Number of military members in squadron:
 - c. Project officer and telephone number:
3. If you have any questions or concerns please contact Megan Middleton at 722-7289 or Vernesha Townsend at 722-7290.

Signature/Signature Block of Squadron Commander

1st Ind, 4 FSS/FSR

MEMORANDUM FOR

The requested expenditure is approved in the amount of \$_____ (military strength x \$1.50).

VERNESHA C. TOWNSEND, GS-13, DAF
Chief, Resource Management Flight