

DEPARTMENT OF THE (Insert Branch of Service Here)
(Unit or Squadron Letterhead)

(Date)

MEMORANDUM FOR AMC PASSENGER TERMINALS

FROM: (Unit Commander/Unit/Address)

SUBJECT: Dependent Verification Letter for Cat III Space Available Travel (Deployed Sponsor)

1. The travelers listed below are command sponsored dependents of (Sponsor's Name, Rank, Branch of Service, Social Security Number, unit of assignment).

<u>Full Name</u>	<u>DOD No.</u>	<u>Relationship to Sponsor</u>	<u>Age of Children</u>	<u>Passport #/Exp Date</u>

2. Next of Kin (NOK): (Full Name, Address, Phone number, Relationship)

3. In accordance with DoDI 4515.13, "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 (**exceeds 365 consecutive days**), starting on (state military member's departure date) and ending on (state military member's return date). (If original deployment orders indicate 365 days or less, but member was extended beyond 365 days, provide date of extension order.)

4. This documentation must be in the dependents' possession during travel. 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 cancelled."

Unit/Squadron Commander's
Signature Block

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