

Space-A Quick Reference

DOCUMENTS REQUIRED:

- Valid DoD ID card (all passengers 10 years of age and over)
- Valid passport
- Valid visa (if applicable)
- Command Sponsorship Letter signed by sponsor's unit commander (if unaccompanied dependent)
- Valid leave documentation (if Active Duty)
- Environmental and Morale Leave (EML) paperwork (if applicable)
- Doctor's written permission to fly (for Infants under 6 weeks of age and pregnant women in their third trimester)

Active Duty Members: Require valid military identification card, copy of current leave paperwork, and must physically be on leave before they are able to sign up into the space-A backlog. (Passports if applicable)

Retirees: DD Form 2 (Blue) US Armed Force Identification Card (Retired).

Dependents: Unaccompanied dependent must present a current letter signed by the sponsor's commander verifying command sponsorship. This letter is valid for 60 days or one round trip and must include:

- The military sponsor's name, social security number, and unit.
- All eligible command sponsored dependents traveling by name, relationship, social security number/INS number, date of birth, passport number/country of issuance/expiration date.
- Next of kin (NOK) information.
- Destination address (if known)

DATE & TIME OF SIGN UP:

Passengers will retain their original date/time of sign up from the point of origin to the final destination, provided they are continuing to move to their declared final destination. Passengers will receive a new date/time of sign up when changing travel categories (i.e., Category V to Category IV).

TRAVEL PRIORITY / CATEGORY LISTING:

Space Available travelers must be Armed Forces/DOD ID card holders.

Category I: Emergency leave for Active Duty, Dependents and DoD Civilians in connection with serious illness, death, or impending death of a member of the immediate family. (Passengers must be upgraded to this category)

Category II: Active duty members on Environmental Morale Leave (EML) and accompanied by their family members.

Category III: Active duty Members on ordinary leave status OR traveling on permissive TDY for house hunting.

Category IV: Unaccompanied family members traveling on EML orders or when the sponsor is deployed for 120 days or more

Category V: Unaccompanied dependents traveling on command sponsorship letters

Category VI: Retired military personnel and their dependents.

PATRIOT EXPRESS

The Patriot Express is no longer scheduled to fly to/from RAF Mildenhall.

AMC'S IN-FLIGHT SMOKING POLICY

Smoking is not permitted on any flight.

FREQUENTLY ASKED QUESTIONS

Q: How far out can I get flight information?

A: Projection of flight information is 72 hours when requested in person and 72 hours over the telephone

Q: How do I sign-up for Space-A?

A: You may sign up in person, by fax or by e-mail. Active Duty members must be on leave to sign up. Retirees and Dependents may sign up at any time.

Q: Can I sign-up for a specific destination?

A: No. When you sign up, you are registered into the AMC system. Selecting your destination occurs after checking in to be marked as present at the showtime.

Q: How long is my sign-up good for?

A: You will remain on the Space available registry for 60 days, (until your leave ends) or until travel is completed.

Q: While I'm waiting for my flight, is there a place where I can store my bags?

A: No. Security is a top priority among AMC terminals. Do not leave baggage unattended in the terminal, or it will be properly disposed of.

Q: Can I leave my car in the Terminal parking lot while I'm gone?

A: No. Parking is limited to 12 hours. For directions to the long term parking lot please ask a Passenger Service Agent.

Q: How can I get back to Mildenhall?

A: You must sign up at the AMC Terminal(s) at your destination for your return flight.

NOTE TO PASSENGERS/VISITORS

- Passengers with non-apparent disabilities (such as hearing impairment, asthma or pacemakers) should advise passenger service agents of such disabilities at time of check-in.
- Please be travel ready, with all people, baggage and needed documentation present.

CHILDREN OVER 10 YEARS OF AGE

It is a mandatory requirement for children aged 10 and over to have a DoD ID card in their possession to travel on DoD aircraft.

SPACE-AVAILABLE TRAVEL (SPACE-A)

Eligible travelers may not use their privilege for personal gain or in connection with business enterprise or employment. Space A may not be used to establish a home or when international or theatre restrictions prohibit such travel.

We hope that this flyer covers most of your Space-A travel questions. Please contact us if you need any further information or assistance.

DSN 238-2248 or Comm 01638-542248

AFTER HOURS

You may still receive information after normal operating hours by calling the terminal at 238-2248 and listening to the recorded information.

Please be aware the enclosed information is for travel from RAF Mildenhall; other bases may have slightly different procedures. Please check with the relevant terminal.

All flights and times are subject to change without prior notice!



For more information please call the
RAF Mildenhall Passenger Terminal

DSN: 238-2248

COMM: 01638 542248

Fax DSN: 238-7426

COMM: 01638 547426

E-mail: 727ams.spacea@us.af.mil

[https://www.facebook.com/RAFMildenhall
PassengerTerminal](https://www.facebook.com/RAFMildenhallPassengerTerminal)

Normal Operating Hours
0600 - 2230 Daily

Space-Available Travel Information



**AMC Passenger Terminal
RAF Mildenhall**

**DSN 238-2248
COMM 01638 542248**

**Normal Operating Hours
0600 - 2230 Daily**