

REQUEST FOR TRANSPORTATION

14 NTULGRDDO VEHICLE OPERATIONS, COLUMBUS AFB MS
DSN: 742-7430/7432 or COMM: 662-434-7430/7432

TO: Vehicle Dispatch E-MAIL: 14LRS.LGRDDO.VehOpsDispatch@us.af.mil		FROM: (ORG, OFFICE SYMBOL, PHONE EXT)	
TYPE VEHICLE DESIRED:	NUMBER OF VEHICLES DESIRED:	NUMBER OF PASSENGERS:	EST. CARGO: (LBS)
TYPE OF SUPPORT DESIRED: (<u>SELECT</u> UDI OR DEDICATED TRANSPORTATION OPERATOR (DTO))		DATE REQUIRED:	TIME REQUIRED:
PICK UP LOCATION: (FOR UDI, INPUT BLDG 304)		DATE OF RETURN:	TIME OF RETURN:
DESTINATION:	NAME OF DRIVER: (IF FURNISHED)		

General Instructions:

1. Requests for transportation must be routed through the organizations Vehicle Control Officer/Alternate, or Commander for approval
2. Requests for special operations/exercises must have the name of the operation annotated in the special instructions block of this form
3. **Requests must be submitted at least 72 hours in advance of the date support is required**
4. U-Drive-It vehicles will be picked up on the date and time requested or be subject to cancellation one hour after requested pick-up time
5. Request must include any pertinent information needed to validate official use of the government vehicle
6. Requests to transport Civilian organizations in the interest of community relations must be approved by the installation commander (PA Approval) or delegated authority prior to submitting to vehicle operations.

Purpose and Justification

NAME AND GRADE/OFFICE SYMBOL/DUTY PHONE OF VCO:	SIGNATURE:
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FOR TRANSPORTATION USE ONLY

CONFIRMATION NUMBER	VEHICLE(S) REGISTRATION	Dispatch Signature:
Request to exceed POD (120 miles) Reviewed by 14 LRS/LGRD	Approved Disapproved	Remarks:
Request to exceed POD (120 miles) Signature 14 LRS/CC:	Approved Disapproved	Remarks: