



DEPARTMENT OF THE AIR FORCE
52D FIGHTER WING (USAFE)

Insert date

MEMORANDUM FOR 52 SFS/CC

FROM: YOU

SUBJECT: Exception to Policy, Transfer of Non-operational Vehicle

1. In accordance with joint publication AER 190-1/USAFEI 31-202, para 3-9h, we are requesting exception to policy to transfer a vehicle with a non-operational registration.
2. On **26 July 16**, I, MSgt John Doe, registered vehicle Make: **Dodge**, Model: **Neon**, Year: **1997**, Vin Number: **3B3ES47C8VT500796** non-operational to finish minor repairs. The vehicle is currently being repaired at a shop in Binsfeld. I am planning to sell the vehicle to MSgt Smith. The vehicle will be registered by MSgt Smith as soon as possible.
3. If you have any questions, please contact me at **452-XXXX**.
4. I, **MSgt Smith**, am planning to buy the non-operational vehicle Make: **Dodge**, Model: **Neon**, Year: **1997**, Vin Number: **3B3ES47C8VT500796** from **MSgt John Doe**. The vehicle will be registered operational under my name a soon as possible.
5. If you have any questions, please contact me at **452-XXXX**.

SELLER, RANK, USAF
Signature Block

BUYER, RANK, USAF
Signature Block

1st Ind to **YOU** (Same as FROM line on first page), **date of memo**, Exception to Policy, Transfer of Non-operational Vehicle

52 SFS/CC

MEMORANDUM FOR 52 MSG/CC

Recommend Approval/Disapproval

BENJAMIN R. WASHBURN, Lt Col, USAF
Commander, 52d Security Forces Squadron

2d Ind, 52 MSG/CC

MEMORANDUM FOR 52 SFS/S5B

Approved/Disapproved

MARLYCE K. ROTH, Col, USAF
Commander, 52d Mission Support Group