MEMORANDUM FOR ACCOUNTING AND FINANCE OFFICE

FROM: 52 LRS/LGRD

SUBJECT: Request for Circuitous/Indirect Travel

1. Under the provisions of AFI 24-602v1 Rank, First MI Last, is requesting permission to travel by the circuitous route/indirect travel indicated below, in connection with my Type of Travel Order, travel from Spangdahlem AB, Germany to Final Destination, within the following (DATES).

2. Additional information submitted:

1. Traveler Name/SSAN (list each additional traveler(s):

3. Circuitous route (list all segments):

4. If approved, it is my responsibility to ensure Force Support Squadron, Career Development Section (FSS) annotates authorization of circuitous travel in my travel orders. Travelers must make all official travel arrangements through LGRD/Travel Management Company (TMC), to include enroute travel changes to ensure reimbursement considerations are not jeopardized.

5. For any AMC space-required portion of my travel LGRD/TMC must make all travel

arrangements, perform cost comparison, and if necessary, collect any excess cost. For Air Mobility Command (AMC) space-available portions of my travel, I understand I am solely responsible in making all the travel arrangements for my circuitous route.

6. I must have sufficient funds in my possession to defray the cost of travel where government

transportation is not furnished. I understand and accept the responsibility for compliance with the

travel requirements as outlined in the Foreign Clearance Guide.

Name:

SSN:

DSN:

SQ:

TRAFFIC MANAGAMENT OFFICE ONLY

1. Under the provisions of AFI 24-602v1, Rank, First MI. Last. is requesting *self-procurement of travel* from: TMO ONLY

2. Traveler(s) is authorized reimbursement from: Spangdahlem AB, Germany (FRA) to TMO ONLY. *See below.*

* Commerical Travel Reimbursement Amount (per person): $
* AMC Travel Reimbursement Amount: **$N/A**
* Authorized any incurred TMC fee(s): **$52.42** *See GTCC Statement*

3. This travel segment is in compliance with the Defense Transportation Regulation (DTR), Part 1, Appendix O and ***The use of Foreign Air Carrier(s) is NOT authorized.***

TA for TO

IEASHIA S. MCKENZIE, SMSgt, USAF

Installation Transportation Officer