

NALO NAVY AND MARINE CORPS PASSENGER/CARGO AIRLIFT REQUEST

1. REQUESTING COMMAND'S INFORMATION: *(NOTE: cannot input request without)*

a. UIC	b. COMMAND NAME:	c. PLAIN LANGUAGE ADDRESS (PLAD):
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2. SELECT APPLICABLE TRAVEL STATEMENT:

PRIORITY 1	(Emergency) Airlift in direct support of operational forces engaged in combat, contingency, or peacekeeping operations directed by the national command authorities or for emergency lifesaving purposes.
PRIORITY 2	(Required) Required use airlift or airlift requirements with compelling operations considerations making commercial transportation unacceptable. Mission cannot be satisfied by any other mode of travel.
PRIORITY 3	(Cost Effective/Space Available) Official business airlift which is validated to be more cost effective than commercial air travel when supported by military aircraft.

3. PURPOSE OF TRAVEL:

a. PUJC CODE <small>(FOR NALO USE ONLY)</small>	b. COMPLETE MISSION DESCRIPTION:
c. TOTAL # OF PAX	d. PRIORITY 1 & 2 COMPELLING CONSIDERATIONS AND REASON COMMERCIAL TRAVEL UNACCEPTABLE:

4. DESIRED FLIGHT ITINERARY

	a. DEPARTURE ICAO	b. DEPART DATE/TIME DD/TIME/MM/YYYY (ZULU) <small>(example: 24 0900 09 1992)</small>	c. ARRIVAL ICAO	d. ARRIVE DATE/TIME DD/TIME/MM/YYYY (ZULU) <small>(example: 24 1500 09 1992)</small>
(1) LIFT A				
(2) LIFT B				
(3) LIFT C				

5. COST OF COMMERCIAL TRAVEL: *(Transportation, additional per diem, lost time, etc.)*

a. LIFT A	b. LIFT B	c. LIFT C	d. TIMES NO. OF PASSENGERS:	e. TOTAL COST:
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6. SENIOR TRAVELER: *(Required one per 121 passengers)*

a. NAME <i>(Last, First, Middle Initial)</i>	b. GRADE/DV CODE	c. DUTY TITLE	d. BRANCH OF SERVICE

7. ADDITIONAL PASSENGERS: *(Note: Required only for DV 7 or higher)*

a. NAME <i>(Last, First, Middle Initial)</i>	b. GRADE/DV CODE	c. DUTY TITLE	d. BRANCH OF SERVICE

8. CARGO TRANSPORTATION: *(Cargo acceptors and handlers are required at destination airfield.)*

a. CARGO DESCRIPTION AND SPECIAL HANDLING REQUIREMENTS:				
b. HAZMAT CARGO: <i>(YES/NO)</i>	c. LARGEST ITEM DIMENSIONS: <i>(inches)</i>	d. HEAVIEST ITEM DIMENSIONS/WEIGHT: <i>(lbs)</i>	e. TOTAL WEIGHT: <i>(lbs)</i>	

10. REMARKS/ADDITIONAL COMMENTS:

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11. POINT OF CONTACT: (Must be able to contact individuals before departure and after arrival in case of delay(s) or cancellation(s))

	a. NAME (Last, First, Middle Initial)	b. GRADE	c. CONTACT PHONE # (DSN/Commercial)	d. CONTACT EMAIL (.MIL, .EDU, .GOV)
(1) DEPARTURE			24HR	
			WORK	
(2) ARRIVAL			24HR	
			WORK	

12. SENIOR TRAVELING PASSENGER: (Signature only required for O-6 and Above Senior Passengers)

a. NAME (Last, First, Middle Initial)	b. GRADE	c. DUTY TITLE	d. OFFICE SYMBOL
e. DUTY TELEPHONE (DSN/Commercial)	f. SIGNATURE		g. DATE

13. REQUESTER:

a. NAME (Last, First, Middle Initial)	b. GRADE	c. DUTY TITLE	d. OFFICE SYMBOL
e. CONTACT PHONE # (DSN/Commercial)	f. SIGNATURE		g. DATE
24HR			
WORK			

14. TRAVEL AUTHORIZING OFFICIAL: (As appointed by Service) (Shall be CO/XO/OIC)

a. NAME (Last, First, Middle Initial)	b. GRADE	c. DUTY TITLE	d. OFFICE SYMBOL
e. DUTY TELEPHONE (DSN/Commercial)	f. SIGNATURE		g. DATE