

# 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:

<b>PRIORITY 1</b>	<b>(Emergency)</b> 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.
<b>PRIORITY 2</b>	<b>(Required)</b> Required use airlift or airlift requirements with compelling operations considerations making commercial transportation unacceptable. Mission cannot be satisfied by any other mode of travel.
<b>PRIORITY 3</b>	<b>(Cost Effective/Space Available)</b> 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 <i>(FOR NALO USE ONLY)</i>	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) <i>(example: 24 0900 09 1992)</i>	c. ARRIVAL ICAO	d. ARRIVE DATE/TIME DD/TIME/MM/YYYY (ZULU) <i>(example: 24 1500 09 1992)</i>
(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:****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 <i>(Last, First, Middle Initial)</i>	b. GRADE	c. CONTACT PHONE # <i>(DSN/Commercial)</i>		d. CONTACT EMAIL <i>(.MIL, .EDU, .GOV)</i>
(1) DEPARTURE			24HR		
			WORK		
(2) ARRIVAL			24HR		
			WORK		

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

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

**13. REQUESTER:**

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

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

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