374 FSS / VEHICLE OPERATIONS

CHAUFFEURED TRANSPORATION REQUEST

RENTAL DATE	VEHICLE TYPE & QTY:	Tour Bus		Micro Bus		Psgr Van		Crgo Van	

PICK UP TIME (Use Military Time)	P/U @ Location ☐ Arrive@Yokota NLT ☐	RETURN TIME (Use Military Time)

P/U LOCATION

DESTINATION ☐ Round Trip ☐ Drop off/Pick Up Only

P/U Loc. PAX	Returning PAX	PETS/QTY	Kennel Size S☐ M☐ L☐ XL☐ G☐	Arr ☐ Dep☐	Flight Information

REQUESTER INFORMATION

LAST NAME	FIRST NAME	RANK

ORG/UNIT	DUTY PHONE	CELL PHONE	Official Travel ☐ Leisure Travel ☐

E-MAIL ADDRESS (for confirmations and emergency contact/changes)

MULTIPLE REQUESTS? PUT OTHER DATE(S)		AF Club Member? (send screen shot)	☐ Y ☐ N

REMARKS

Cardholder Name (if different from above):

METHOD OF PAYMENT

	CHARGE BEFORE THE SERVICE		CHARGE AFTER THE SERVICE	CC#LAST 4		HOW	V	O	C
DATE PAID		$		2557#		GTC?	☐ Y ☐ N		

E-MAIL CONFIRMATION: RATE: $ /Hour, Hours Min. PARKING FEE: CX FEE 3hrs @ Service Rate

DATE: _____ TIME: _____ TO: _____ BY: _____

DATE/TIME CUSTOMER REPLIED: _____ FROM: _____

REVISED CONFIRMATION: RATE: $ /Hour, Hours Min. PARKING FEE: CX FEE 3hrs @ Service Rate

DATE: _____ TIME: _____ TO: _____ BY: _____

DATE/TIME CUSTOMER REPLIED: _____ FROM: _____

TODAY'S DATE: TIME: TAKEN BY:

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