



**DEPARTMENT OF THE AIR FORCE
UNITED STATES SPACE FORCE
SPACE BASE DELTA 2**

MEMORANDUM FOR RECORD

FROM: 460 FSS/FSR

SUBJECT: Request for Approval of Unit Funds for Squadron/Group Expenditure

1. Request authorization for Unit Funds of \$5.00 per military (___) and civilian (___) member based on (_____) military and civilian strength.
2. The following is the pertinent information for the event:
 - a. Date and place of function:
 - b. Project Officer and telephone number
 - c. NAF Activity Manager Coordination:
3. If you have any questions please contact Meghan Haynes at 847-6063.

**UNIT COMMANDER or DESIGNEE
SIGNATURE BLOCK**

460 FSS/FSR, Request for Approval of Unit Funds for Squadron Expenditure

MEMORANDUM FOR

The above request is approved (not to exceed _____)/disapproved. Notify the originator of this action and the requirement to provide a copy of this signed approval letter to the FSS Activity.

MARIA T. DANIELS, GS-11
Resource Management Flight Chief

SEMPER SUPRA