Naval Facilities Engineering Command Far East
Public Works Transportation Sasebo

AIRPORT RUN REQUEST

PART A. / TO BE FILLED IN BY REQUESTING ACTIVITY

1. Requesting Activity **(Name of Command)**	2. Type Equipment Req'd	3. Sponsor/Escort Accompanying ☐ Yes ☐ No * Specify name(s) , time & location for pick up of the individual(s) in the remarks block below

4. Rental Period		5. Pick up Location ------> Drop off Location	
Date:	Time:		

6. Passenger(s) Name (Lead of the Group) **LAST, First, Middle (Rank / Grade)**	7.Total Passengers	8. P.O.C. & Phone No. DSN/Comm Cell Phone

9. ACCOUNTING DATA CHARGEABLE

☐ UIC / DODAAC ☐ GLA / FUNDING DOCUMENT NUMBER

10. SIGNATURE OF REQUESTOR	11. DATE (dd/mmm/yy)

12. *Flight Information:*

AIRLINE / Flight Number	*AIRPORT*	*TIME DEPARTURE*	*TIME ARRIVAL*
	☐ ***NAGASAKI***		
	☐ ***FUKUOKA***		

13. REMARKS (Relevant trip information)

PART B / TRANSPORTATION OFFICE USE ONLY

Received Date & Time	*Received By (Dispatcher)*

NAVFAC FE PWD SASEBO TRANSPORTATION
EMAIL: M-SA-PWD-Transportation-Request@fe.navy.mil
DSN: 252-3377 / 3326
INTL: 011-81-956-50-3377 / 3326

ATTENTION: After email submission, please follow up with a call to ensure email was received.

NAVFAC-FE - SASEBO Det. 11240/19 - REV. 9 **(MAY 2022)**