

APPENDIX 3C – TEMPLATE
INTERCOMPANY ROUTE SUPPORT REQUEST AND AUTHORIZATION FORMAT

Date: _____

SUBJECT: Intercompany Route Support Request and Authorization

TO: CO or delegated representative
Contractor Furnishing Route Support
CO or delegated representative
IN TURN

1. Route support is requested for the below listed passengers, cargo, or both, to be moved from _____ to _____ (Authority: Contract HTC711-__-D-____).

2. The requested passenger/cargo space is desired and can be justified as follows:

3. Request route support be permitted to move on (name of airlift contractor) aircraft on or about _____ at no expense to the Government in excess ACL space or ACL space not otherwise being utilized by the Government. Approval is also requested to on-load/off-load this route support at Air Force bases on any ferry segment of a one-way mission. The approval indicated below is in no way directive upon you and any transportation furnished subject contractor will therefore be considered a voluntary act on the part of your company.

Contractor Representative
Requesting Route Support

Approved:

CO or delegated representative

Copies to:
Requesting Contractor
Furnishing Contractor
*USTRANSCOM/TCAQ-C
** Contract Administrator

* When delegation of authority is to CA

** When delegation of authority is to