SAUFLEY FIELD MARQUEE REQUEST

From: _____ Date: _____
Department/Division/Code

To: **Executive Officer**

Subj: **MARQUEE INFORMATION**

1. Request the following message be posted on the main gate marquee:

NOTE: ONE LETTER PER BLOCK, SPACE BETWEEN WORDS

2. Date(s) to be posted: _____

To be read: **ENTERING** or **LEAVING** base (circle one)

SPECIAL INSTRUCTIONS

NOTE: NETPDTC 01 will make determination regarding relevancy/responsibility (office related or command related) for posting the requested information on the marquee.

_____ _____
SIGNATURE PHONE NR

NETPDTC 5780/1 (12/02)