

XX Nov 15

MEMORANDUM

From: Requestor's Name, Organization  
To: Commanding Officer, Marine Corps Air Station Iwakuni  
Via: (1) Provost Marshal

Subj: REQUEST FOR A WAIVER TO REGISTER **SECOND/THIRD/FOURTH  
VEHICLE/MOTORCYCLE**

Ref: (a) MCASO P5560.8A

Encl: (1) Photo copies of parking area (*if you reside off base*)

1. Provide Justification for your waiver request
2. The number of current registered 4 wheeled vehicle and 2 wheeled vehicle registered.
3. Tour status (unaccompanied/accompanied) and Estimated Departure Date.
4. Time frame (Temporary or Permanent)
5. Local information: Home address, Home & Work Phone Number

SIGNATURE

# Vehicle Waiver (Sample)

\*Please attach your unit Commanding Officer's endorsement

\*Submit this letter to PMO ADMIN OFFICE (2<sup>nd</sup> Floor of PMO)