



DEPUTY UNDER SECRETARY OF DEFENSE FOR
LOGISTICS AND MATERIEL READINESS
3500 DEFENSE PENTAGON
WASHINGTON, DC 20301-3500

DEC 6 2007

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS

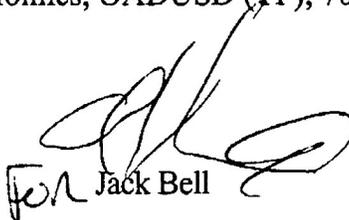
- ✓ CHAIRMAN OF THE JOINT CHIEFS OF STAFF
- ✓ UNDER SECRETARIES OF DEFENSE
- ✓ COMMANDERS OF THE COMBATANT COMMANDS
- ✓ ASSISTANT SECRETARIES OF DEFENSE
- ✓ GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
- ✓ DIRECTOR, OPERATIONAL TEST AND EVALUATION
- ✓ INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
- ✓ ASSISTANTS TO THE SECRETARY OF DEFENSE
- ✓ DIRECTOR, ADMINISTRATION AND MANAGEMENT *u. 15*
- ✓ DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
- ✓ DIRECTOR, NET ASSESSMENT
- ✓ DIRECTOR, FORCE TRANSFORMATION
- ✓ DIRECTORS OF THE DEFENSE AGENCIES
- ✓ DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Space Available (Space-A) Travel for Dependents of Deployed Military Members

In recognition of the sustained efforts of the spouses and dependent children of our deployed military members, when the military member's deployment is for 120 consecutive days or more, spouses and dependent children are authorized to travel Space-A, unaccompanied in Category IV. Attachment 1 provides specific implementation rules and Attachment 2 is a sample authorization letter.

This change, effective immediately, supersedes my memo dated May 22, 2006, regarding Space-A travel for family members of deployed military members. This new policy guidance will be incorporated into DoD Regulation 4515.13-R, "Air Transportation Eligibility," which is under revision.

My point of contact is Lt Col Holmes, OADUSD (TP), 703-601-4461, extension 110.


for Jack Bell

Attachments:
As stated



Unaccompanied Dependents of Deployed Military Members

1. Unaccompanied dependents of deployed military members, including Reserve and Guard personnel, when the deployment order is for at least 120 consecutive days, are authorized to travel space-available, unaccompanied in Category IV. This includes Navy personnel assigned to a deployed ship with Permanent Change of Station orders. This authorization is only valid for the duration of the deployment period of the military member.
2. Space-A travel is authorized to/from CONUS and OCONUS locations, between CONUS locations, and within/between OCONUS theaters. All travel will be on a noninterference (nonreimbursable) basis.
3. Eligible dependents may sign-up for Space-A travel no earlier than 10 days prior to the military member's deployment. In addition, dependents are eligible to commence travel effective on the first day of military member's deployment. Space-A travel must be complete by the last day of the military member's deployment.
4. Eligible dependents must present to the air terminal personnel a verification letter signed by the member's commander verifying the member's deployment. The documentation must be in the dependents' possession during travel. Furthermore, commanders or designated representatives should inform spouses and dependents of the following: "Space-A travel program is a privilege (not an entitlement). The military does not guarantee transportation to the final destination or return travel. The military is not responsible for providing lodging, ground transportation, meals or other incidental expenses incurred during Space-A travel if flights are delayed, diverted or canceled."



DEPARTMENT OF THE AIR FORCE
723d AIR MOBILITY SQUADRON (AMC)

SAMPLE

Your unit
letterhead

3 June 2008

MEMORANDUM FOR AMC PASSENGER TERMINALS

FROM: (Unit Commander)
(Unit/Address)

SUBJECT: Dependent Verification Letter for Cat IV Space Available Travel (Deployed Sponsor)

1. The dependents listed below are dependents of (John J. Doe, MSgt, USAF SSN: XXX-XX-XXXX)

(Name) (Relationship) (SSN XXX-XX-XXX) (Passport #) (Expiration Date)

(Name) (Relationship) (SSN XXX-XX-XXX) (Passport #) (Expiration Date)

2. Next of Kin (NOK):

(Name)
(Address)
(Telephone)

3. In accordance with DoD 4515.13-R, "Air Transportation Eligibility," this letter verifies these dependents are authorized Space-Available (Space-A), air transportation to/from CONUS and OCONUS locations, between CONUS locations and within/between OCONUS theaters, unaccompanied only during the sponsor's deployment, (at least 120 consecutive days) starting on (state military member's departure date) and ending on (state military member's return date).

4. Dependents under age 18 must be accompanied by an eligible parent or legal guardian. For additional information or questions please contact our unit at DSN XXX-XXX-XXXX or Commercial (XXX) XXX-XXXX.

5. I certify the dependents listed above were briefed the following. "Space-A travel program is a privilege (not an entitlement). The military does not guarantee transportation to the final destination or return travel. The military is not responsible for providing lodging, ground transportation, meals or other incidental expenses incurred during Space-A travel if flights are delayed, diverted or canceled.

JOHN A. DOE, Col, USAF
(Commander/Acting Commander/Rear Detachment
Commander/By Direction -Navy)

Must be signed by
a Commissioned or
Warrant Officer
with UCMJ
authority

SAMPLE

Officer signing
must use one of
these duty titles