

<b>REQUEST AND AUTHORIZATION FOR ASSUMPTION OF/APPOINTMENT TO COMMAND</b>		1. DATE OF REQUEST
2. (Last, First, Middle Initial), GRADE, AND SSN	3. UNIT OF ASSIGNMENT	4. OFFICIAL STATION
<b>5. PERMANENT ASSUMPTION</b> ASSUMES COMMAND OF THE _____ VICE _____ EFFECTIVE _____ AUTHORITY: AFI 51-604. MEMBER IS ELIGIBLE TO ASSUME COMMAND UNDER AFI 51-604, IS ASSIGNED TO THE UNIT TO BE COMMANDED, IS PRESENT FOR DUTY, AND IS SENIOR IN RANK TO ANY OTHER OFFICER IN THE ORGANIZATION WHO MEETS THE FIRST THREE REQUIREMENTS.		
<b>6. TEMPORARY ASSUMPTION</b> ASSUMES COMMAND OF THE _____ DURING THE TEMPORARY ABSENCE OF _____ EFFECTIVE _____ AUTHORITY: AFI 51-604 MEMBER IS ELIGIBLE TO ASSUME COMMAND UNDER AFI 51-604, IS ASSIGNED TO THE UNIT TO BE COMMANDED, IS PRESENT FOR DUTY, AND IS SENIOR IN RANK TO ANY OTHER OFFICER IN THE ORGANIZATION WHO MEETS THE FIRST THREE REQUIREMENTS.		
<b>7. PERMANENT APPOINTMENT OF MEMBERS WHO ARE OF THE SAME GRADE BUT JUNIOR IN RANK TO OTHER ELIGIBLE OFFICER</b> BY DIRECTION OF THE PRESIDENT, IS APPOINTED COMMANDER OF THE _____ EFFECTIVE _____ AUTHORITY: AFI 51-604		
<b>8. TEMPORARY APPOINTMENT OF MEMBERS WHO ARE OF THE SAME GRADE BUT JUNIOR IN RANK TO OTHER ELIGIBLE OFFICER:</b> BY DIRECTION OF THE PRESIDENT, IS APPOINTED COMMANDER OF THE _____ DURING THE TEMPORARY ABSENCE OF _____ EFFECTIVE _____ AUTHORITY: AFI 51-604		
<b>9. SQUADRON SECTION OR ELEMENT SECTION COMMANDER APPOINTMENTS</b> BY DIRECTION OF THE PRESIDENT, IS APPOINTED COMMANDER OF THE _____ EFFECTIVE _____ AUTHORITY: AFI 51-604 AND AFI 38-101		
<b>10. DETACHMENT OR ELEMENT COMMANDER APPOINTMENTS</b> BY DIRECTION OF THE PRESIDENT, IS APPOINTED COMMANDER OF THE _____ EFFECTIVE _____ AUTHORITY: AFI 51-604 AND AFI 38-101		
<b>11. PERMANENT APPOINTMENT TO COMMAND</b> BY DIRECTION OF THE PRESIDENT, IS APPOINTED COMMANDER OF THE _____ EFFECTIVE _____ AUTHORITY: AFI 51-604		
<b>12. TEMPORARY APPOINTMENT TO COMMAND</b> BY DIRECTION OF THE PRESIDENT, IS APPOINTED COMMANDER OF THE _____ DURING THE TEMPORARY ABSENCE OF _____ EFFECTIVE _____ AUTHORITY: AFI 51-604		
<b>THIS REQUEST/AUTHORIZATION HAS BEEN REVIEWED FOR LEGAL SUFFICIENCY AND FOUND TO MEET CRITERIA OF AFI 51-604 and AFI 38-10'</b>		
13. DATE	14. DP REVIEWING OFFICIAL (Typed Name, Grade, and Title)	15. SIGNATURE
16. DATE	17. JA REVIEWING OFFICIAL (Typed Name, Grade, and Title)	18. SIGNATURE
19. DATE	20. ASSUMING COMMANDER/APPOINTING AUTHORITY (Typed Name, Grade, and Title)	21. SIGNATURE
22. REMARKS/AUTHORITY		
23. DESIGNATION & LOCATION OF HEADQUARTERS <b>DEPARTMENT OF THE AIR FORCE</b>		24. DISTRIBUTION
		25. DATE ISSUED
		26. SPECIAL ORDER NO.

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### **About the ITAOP/savePDF Method**

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).