

# REQUEST/APPOINTMENT FOR DETAIL

FROM:	TO:	DATE:
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## REQUEST FOR DETAIL

TYPE OF DETAIL:

REASON/JUSTIFICATION (AUTHORITY)

PERSONNEL/SPECIAL REQUIREMENTS (Rank/Grade, Number of People, Military Drivers License, etc):

UNIFORM REQUIREMENTS: (Requester Must Provide any Special Clothing Items or Equipment Deemed Necessary)

PLACE: (Building and Room Number, Must also Include Any Mandatory Meetings Prior to Detail Start Date)

BEGINNING DATE:	BEGINNING TIME:	ENDING DATE:	ENDING TIME:
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CONTACT AGENCY (OPR, Name, Organization, Telephone):

TYPED NAME, GRADE AND TITLE OF REQUESTER:	SIGNATURE OF REQUESTER:
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## COORDINATION

GROUP/CC SIGNATURE	DATE:	APPROVE <input type="checkbox"/>	DISAPPROVE <input type="checkbox"/>
SPTG/CC SIGNATURE	DATE:	APPROVE <input type="checkbox"/>	DISAPPROVE <input type="checkbox"/>

## APPOINTMENT FOR DETAIL (To Be Completed by MSS/CCR)

FROM:	TO:	DATE:
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IN ACCORDANCE WITH 62 AWI 36-19, THE FOLLOWING ORGANIZATION(S) IS/ARE TASKED TO PROVIDE DETAIL SUPPORT AS LISTED ABOVE (Organization, Rank, Number of People)

SUSPENSE DATE GROUP POC WILL RETURN COMPLETED FORM TO OPR AND 62 MSS/CCR

## SELECTED PERSONNEL (To Be Completed by Group POC)

FROM:	TO:	DATE:
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THE FOLLOWING PERSONNEL ARE SELECTED TO PERFORM ABOVE DETAIL (Name, Rank, Duty Telephone):	DISTRIBUTION:
	62 MSS/CCR _____
	OPR _____

NAME AND GRADE OF APPOINTING OFFICIAL:	SIGNATURE OF APPOINTING OFFICIAL:
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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).