

REQUEST FOR DETAIL			DATE	
<b>SECTION A (To be completed by requester)</b>				
TO (Base Detail Monitor)  <b>82 CS/SCSPL/STOP 19</b>		FROM: (Organization/Office Symbol/Phone No.)		
TYPE DETAIL REQUESTED	AUTHORITY FOR DETAIL (Regulation, Letter, Etc.)	SUSPENSE DATE INFORMATION REQUIRED		
NO. AND GRADE OF PERSONNEL REQUESTED	NO. OF DAYS REQUIRED	SECURITY CLEARANCE REQUIRED (If applicable)		
REPORTING INSTRUCTIONS(Who, Where, etc.)		UNIFORM/EQUIPMENT REQUIREMENTS		
SPECIAL INSTRUCTIONS(May be continued on reverse of form)				
DATE	TYPED NAME, GRADE AND TITLE OF REQUESTING OFFICIAL	SIGNATURE		
<b>SECTION B (To be completed by Chief, Support Staff)</b>				
<input type="checkbox"/> APPROVED  <input type="checkbox"/> DISAPPROVED	COMMENTS			
DATE	TYPED NAME, GRADE AND TITLE OF APPROVING OFFICIAL	SIGNATURE		
<b>SECTION C (To be completed by Base Detail Monitor)</b>				
TO: (Tasking Unit)		FROM: (Base Detail Monitor) <b>82 CS/SCSPL/STOP 19</b>		
Your unit is allocated the following quota for the above requested detail. Complete and return this form by the suspense date.				
QUOTA (Include number and grades)		SUSPENSE DATE INFORMATION REQUIRED		
DATE	TYPED NAME, GRADE AND TITLE OF BASE DETAIL MONITOR: <b>JUNE MURRAY</b> Base Detail Monitor	SIGNATURE		
<b>SECTION D (To be completed by Tasking Unit)</b>				
TO: (Base Detail Monitor) <b>82 CS/SCSPL/STOP 19</b>		FROM: (Tasking Unit)		
The following personnel have been selected and will comply with the instruction indicated:				
NAME	RANK	ORGANIZATION	DUTY PHONE	SSN (If applicable)
DATE	TYPED NAME, GRADE AND TITLE OF TASKING OFFICIAL	SIGNATURE		

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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).