

Date first signature occurs

MEMORANDUM FOR 65 MSG/CC  
65 FSS/CL  
65 ABW/JA  
65 FSS/FSR

FROM: (YOUR ORGANIZATION NAME)

SUBJECT: Liability Insurance Waiver Request for Private Organization

1. In accordance with AFI 34-223, *Private Organizations (PO) Program*, we request that liability insurance be waived as our normal activities have extremely low liability exposure. If our organization becomes involved in any special events that involve greater risk of injury or damage we will obtain insurance.
2. This waiver must be updated annually.
3. The (YOUR ORGANIZATION NAME) is a non-profit organization. (Please state the purpose of your Private Organization here).

(PRESIDENT NAME, SIGNATURE BLOCK)  
President, (Name of Organization)

1st Ind, 65 FSS/CL

MEMORANDUM FOR 65 ABW/JA

Approved/Disapproved

JEFFERY D. ADAMS, YC-03, DAF  
Director, 65th Force Support Squadron

2d Ind, (YOUR ORGANIZATION NAME), Date first signature occurs, Liability Insurance  
Waiver Request for Private Organization

65 ABW/JA

MEMORANDUM FOR 65 MSG/CC

Recommend Approval/Disapproval

JAMES B. EVES, Capt, USAF  
Deputy Staff Judge Advocate

3d Ind, 65 MSG/CC

MEMORANDUM FOR 65 FSS/FSR

Approved/ Disapproved

ARCHIBALD E. BRUNS, Col, USAF  
Commander, 65th Mission Support Group