

MEMORANDUM FOR 88 MSG/CC

FROM: (Your PO)

SUBJECT: Request for Waiver of Insurance

1. We request approval for waiver of insurance coverage for (Your PO).
2. Ours is a “low risk” organization, as defined in AFI 34-223 *Private Organizations (PO) Program*.
3. We understand that from time to time we may engage in activities that will require insurance protection. We will submit a request to the Commander for any function that will change our status from low risk.

Your Signature
Your PO Rank