



**DEPARTMENT OF THE AIR FORCE  
87TH AIR BASE WING (AMC)  
JOINT BASE MCGUIRE-DIX-LAKEHURST**

DATE

MEMORANDUM FOR 87<sup>th</sup> FSS (PRIVATE ORGANIZATIONS)

FROM:

SUBJECT: Request for Insurance Waiver

1. The members of the \_\_\_ have been briefed and understand the AFI 34-223, *Private Organizations Program*, requires private organizations to buy and maintain adequate insurance for protection against public liability and property loss or damage claims which may arise from activities of the organization or its members.
2. The activities of our organization include Promotion Ceremony Lunches, Raffle Baskets, food booths, Bake Sales, Movie Nights, Burrito Sales, etc.
3. Because these activities involve only minimal risks of loss or damage, on behalf of the membership, I request the 87<sup>th</sup> MSG/CC waive the insurance requirement.
4. The members of the organization have been briefed and understand this waiver does not make the government responsible if damage claims, failure to pay debts or obligations incurred on behalf of its officers. If this waiver request is approved, it is understood the organization and individual members can be held personally liable for damage claims or financial obligations arising out of the activities of the organization.

PO President Name  
Private Organization President

1st Ind, 87 MSG/CC

MEMORANDUM FOR 87<sup>th</sup> FSS--(PRIVATE ORGANIZATIONS)

Approved/disapproved. However, the \_\_\_ may still require liability insurance for specific events that involve a greater risk of injury or damage.

BRANDON D. WENGERT, Colonel, USAF  
Commander, 87th Mission Support Group