



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 412TH TEST WING (AFMC)
EDWARDS AIR FORCE BASE, CALIFORNIA

MAR 19 2013

MEMORANDUM FOR UNIT SPONSORED FUNCTION ORGANIZER

FROM: 412 FSS/CC

SUBJECT: Picnic Kit

1. In support of unit-sponsored functions Outdoor Recreation can support your unit with a standard picnic kit. Below you will find a list of items that you can choose for your event:

- Softball Kit (1 Set)
- Volleyball Kit (1 Set)
- Horse Shoe (1 Set)
- Tug of War Rope (1 ea)
- Basketball (1 ea)
- Soccer Ball (1 ea)
- Cooler (2 ea)
- Large Charcoal Grill (1 ea)

2. Any additional items that you request will be available for your function at a minimal cost.

3. In accordance with AFI 34-201 Official Functions are limited to retirement, change of command, and awards ceremonies and we will waive the fee. However, all unit sponsored events must pay a \$25 fee in accordance with AFI 34-262 2.4.1.

3. Private Organizations are welcome to rent equipment for their function. However, in accordance with Air Force Instruction 34-110, they must pay the standard fees for items.

4. If you choose to serve alcohol at your official function please see additional request form "Park Usage Request Form and Alcohol Waiver".

5. If you have any additional questions, please contact our Outdoor Recreation Director, Mr. Joshua Soldan at 275-2267.

A handwritten signature in black ink, appearing to read "alex a. kovras".

ALEXANDER A. KOVRAS, NH-IV, DAF
Director, 412th Force Support Squadron