_____
Date

MEMORANDUM FOR: 48 FSS/FSR

FROM: _____
(Name of Private Organization)

SUBJECT: Privacy Act Statement

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 8012

Principle Purpose(s): To provide the Services Squadron, RAF Lakenheath (United Kingdom) with statistical data about the officers and board of governors of the private organizations so that those members can be duly notified in a timely manner during emergencies, annual reviews, formal and informal inquiries or investigations, and so they can be contacted by persons interested in becoming a member of the organization.

Routine Uses: See "Principal Purpose(s)"

Disclosure Is Voluntary: The information is privileged and can not be disclosed without your consent. You are not required to complete this form; however, you can not serve as an officer or on the board of governors if the information is not provided to the 48th Force Support Squadron. In addition, failure to disclose this information will preclude the inclusion of your private organization in any fund-raising events.

CURRENT OFFICERS (Private Organization only) **DATE ELECTED _____**

President:

Name Daytime Contact Number Email Address Signature

Vice President:

Name Daytime Contact Number Email Address Signature

Secretary:

Name Daytime Contact Number Email Address Signature

Treasurer:

Name Daytime Contact Number Email Address Signature

ADDITIONAL OFFICERS (IF APPLICABLE)

Name Daytime Contact Number Email Address Signature

Name Daytime Contact Number Email Address Signature

The above signatures indicate the Privacy Act Statement has been read and that requested information is given for the above-stated purposes to the 48th Force Support Squadron.

Private Org Office Use Only Added to Database_____ Added to Contacts _____