



THE UNDER SECRETARY OF DEFENSE

3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

ACQUISITION,  
TECHNOLOGY,  
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JUN 09 2015

MEMORANDUM FOR: SEE DISTRIBUTION

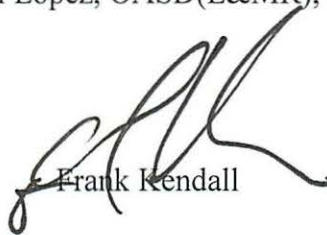
SUBJECT: Space-Available Travel for Dependents of Deployed Military Members

In recognition of the sustained efforts of the spouses and dependent children of our deployed military members, the Department of Defense (DoD) policy on space-available travel for dependents of deployed members is being updated to reflect the recommendation of the Military Compensation and Retirement Modernization Commission Recommendation Assessment.

Effective immediately, dependents of military members deployed for 30 or more consecutive days are authorized to travel space-available on DoD aircraft in Category IV.

This change will be incorporated into DoD Instruction 4515.13R, "Air Transportation Eligibility," which is currently under revision. Attachment 1 provides specific implementation rules and Attachment 2 serves as a sample authorization letter.

My point of contact is Lt Col Gabriel Lopez, OASD(L&MR), at 571-372-5213.



Frank Kendall

Attachments:  
As stated

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## **Unaccompanied Dependents of Deployed Military Members**

1. Unaccompanied dependents of deployed military members, including Reserve and Guard personnel, when the deployment order is for at least 30 consecutive days, are authorized to travel space-available, unaccompanied in Category IV. This includes Navy personnel assigned to a deployed ship with Permanent Change of Station orders. This authorization is only valid for the duration of the deployment period of the military member.
2. Space-available travel is authorized to/from Continental United States (CONUS) and Outside Continental United States (OCONUS) locations, between CONUS locations, and within/between OCONUS theaters. All travel will be on a noninterference (non-reimbursable) basis.
3. Eligible dependents may sign-up for space-available travel no earlier than 10 days prior to the military member's deployment. In addition, dependents are eligible to commence travel effective on the first day of military member's deployment. Space-available travel must be complete by the last day of the military member's deployment.
4. Eligible dependents must present to the air terminal personnel a verification letter signed by the member's commander verifying the member's deployment. The documentation must be in the dependents' possession during travel. Commanders or designated representatives should inform spouses and dependents of the following: "Space-available travel program is a privilege. The military does not guarantee transportation to the final destination or return travel. The military is not responsible for providing lodging, ground transportation, meals, or other incidental expenses incurred during space-available travel if flights are delayed, diverted, or canceled."

SAMPLE  
UNACCOMPANIED DEPENDENT OF DEPLOYED MILITARY MEMBER  
VERIFICATION LETTER

Date

MEMORANDUM FOR AMC PASSENGER SERVICE AGENTS

FROM: 31<sup>st</sup> Fighter Wing  
Aviano AB, Italy  
APO, AE 09604

SUBJECT: Dependent Verification Letter

1. The individuals listed below are dependents of \_\_\_\_\_, USAF, Last four of SSAN XXXX

Dependents Names	Last four of SSAN	Relationship to Sponsor
XXX	XXX	XXX
XXX	XXX	XXX

2. In accordance with DoD Instruction 4515.13R, "Air Transportation Eligibility," this letter verifies these dependents are authorized space-available air transportation to/from CONUS and OCONUS locations, between CONUS locations, and within/between OCONUS theaters, unaccompanied only during the sponsor's deployment, starting on (state military member's departure date) and ending on (state military member's return date).

3. Dependents under the age of 18 must be accompanied by an eligible parent or legal guardian. For additional information or questions, please contact our unit at DSN XXX-XXX-XXXX or commercial (XXX) XXX-XXXX.

4. I certify the dependents listed above were briefed the following: "Space-available travel program is a privilege. The military does not guarantee transportation to the final destination or return travel. The military is not responsible for providing lodging, ground transportation, meals or other incidental expenses incurred during space-available travel if flights are delayed, diverted, or canceled."

(Commander Signature)