

This report must be submitted to the MTWG/FM via email, fax or mail no later than 30 days prior to the activity. Once received by the MTWG/FM the F22 will be review and then the report will be returned to the unit commander for their records.

- 1. Unit: _____ Request Date: _____
- 2. Type of Activity: _____
- 3. Beginning Date: _____ Ending Date: _____
- 4. Supplier: _____
- 5. Unit Project Officer: _____
- 6. Projected Income: _____ 7. Projected Expense: _____
- 8. Projected Profit: _____
- 9. Has your unit conducted an activity like this before? (Circle) YES NO

10. I certify I will conduct this activity properly, in accordance with regulations and will monitor all aspects of it.

Unit Commander's Signature: _____

***** DO NOT WRITE BELOW THIS LINE *****

APPROVAL YES NO

BY: _____

Check alternative below

- _____ Written request; copy returned to unit
- _____ Phone request to MTWG/FM; copy returned to unit