



**DEPARTMENT OF THE AIR FORCE  
PACIFIC AIR FORCES**

**REQUIRED DOCUMENTS FOR COMMAND SPONSORSHIP**

- 1. NEWBORN CHILDREN (BORN ON ISLAND)**
  - a. Copy of PCS orders & amendments bringing you to Kadena
  - b. DD Form 1172 - DEERS Enrollment Form
  - c. Request for Command Sponsorship letter signed by member, Medical and Unit CC (if serving unaccompanied tour)
  - d. AF Form 965 – Overseas Tour Election Statement (if serving an unaccompanied tour)
  - e. Previous approved Command Sponsorship letter (if previously served an unaccompanied tour and did a Command Sponsorship to serve an accompanied tour)
  
- 2. CHILDREN BORN OFF-ISLAND/MARRIAGE TO NON-MILITARY PERSONNEL**
  - a. Request for Command Sponsorship letter signed by member, Medical and Unit CC
  - b. Copy of PCS orders & amendments bringing you to Kadena
  - c. DD Form 1172 – DEERS Enrollment Form
  - d. AF Form 1466 – Medical Clearance
  - e. AF Form 965 (if serving and unaccompanied tour)
  - f. Previous approved Command Sponsorship letter (if previously served an unaccompanied tour and did a Command Sponsorship to serve an accompanied tour)
  
- 3. MARRIAGE TO MILITARY PERSONEL AND ONE SEPARATES ON ISLAND**
  - a. Request for Command Sponsorship letter signed by member, Medical and Unit CC
  - b. Copy of PCS orders & amendments bringing you to Kadena
  - c. DD Form 1172 – DEERS Enrollment Form
  - d. AF Form 965 (if serving an unaccompanied tour)
  - e. Previous approved Command Sponsorship letter (if previously served an unaccompanied tour and did a Command Sponsorship to serve an accompanied tour)
  - f. Copy of separators DD Form 214
  
- 4. ADOPTION/STEPCHILD/WARD**
  - a. Request for Command Sponsorship letter signed by member, Medical and Unit CC
  - b. Copy of PCS orders & amendments bringing you to Kadena
  - c. DD Form 1172 – DEERS Enrollment Form
  - d. AF Form 1466 – Medical Clearance
  - e. AF Form 965 (if serving and unaccompanied tour)
  - f. Previous approved Command Sponsorship letter (if previously served an unaccompanied tour and did a Command Sponsorship to serve an accompanied tour)
  
- 5. PARENTS/PARENTS-IN-LAW**
  - a. Request for Command Sponsorship letter signed by member, Medical and Unit CC
  - b. Copy of PCS orders & amendments bringing you to Kadena
  - c. DD Form 1172 – DEERS Enrollment Form
  - d. AF Form 1466 – Medical Clearance
  - e. AF Form 965 (if serving and unaccompanied tour)
  - f. Previous approved Command Sponsorship letter (if previously served an unaccompanied tour and did a Command Sponsorship to serve an accompanied tour)