Deputy Assistant Secretary of the Air Force,

Financial Management and Comptroller,

SAF/FMF, Room 5D739

1130 Air Force Pentagon,

Washington DC, 20330 - 1130

Claimant Full Name

123456 Any Street

Any Town, TX 12345

(123) 456-7890

Email @ email.com

SUBJECT: Barring Act Waiver for $XXXX

1. I am requesting a waiver to the time limit to file a claim, imposed by the barring act. I was notified on 1 March 2024 that I have open leave management records that are over six years since they accrued. I have been informed, due to Title 31 United States Code, subsection 3702(e) the leave is barred from being sold.

2. The following leave management records are requested to have the time limitation waived:

 Date, Order, number of days, total cost for this LMR

(List the ones the member needs to request a waiver for)

 Or

You could say - see attached sheet for leave dates, and amounts. Then attached a sheet with the necessary information.

3. I am requesting this waiver because this leave is a military benefit I earned while performing my military duties. At the end of each set of orders for duty a Leave and Earning Statement is produced to reflect the leave earned. When I start my next set or orders the balance starts at zero unless I requested to have the leave brought forward. The old leave balance is not reflected anywhere to indicate I have old leave to use. I was not aware I had the older leave on my record.

Member signature