

REQUEST FOR LETTER OF EMPLOYMENT

REQUEST LETTER OF EMPLOYMENT FOR :

SOFA Stamp

Kinnick High School

Yokosuka Middle School

Other – Indicate recipient and purpose *

Housing Office

Byrd Elementary School

Ikego Elementary School

Sullivan’s Elementary School

Japanese Immigration

Shirley Lanham Elementary School (Atsugi)

***NOTE: You must use THE WORK NUMBER for income and employment verification: 1-800-367-2884 or www.theworknumber.com**

Sponsor	1. Name (Last, First, Middle)	2. Sex	3. SSN	4. Organization
	5. Date of Birth (YYYYMMDD)	6. Pay Grade	7. Position	8. Office Telephone No.
Dependent 1	9. Name (Last, First, Middle)	10. Relationship	11. SSN	12. Date of Birth
Dependent 2	13. Name (Last, First, Middle)	14. Relationship	15. SSN	16. Date of Birth
Dependent 3	17. Name (Last, First, Middle)	18. Relationship	19. SSN	20. Date of Birth
Dependent 4	21. Name (Last, First, Middle)	22. Relationship	23. SSN	24. Date of Birth
Dependent 5	25. Name (Last, First, Middle)	26. Relationship	27. SSN	28. Date of Birth

REQUEST FOR NO FEE PASSPORT

First Issuance

Renewal issuance due to extension overseas tour

* SOFA letter and Transportation Agreement (DD 1617) will be issued with this NO FEE PASSPORT application.

Sponsor	1. Name (Last, First, Middle)	2. SSN	3. Organization	4. Office Telephone NO.
	5. Date of Birth (YYYYMMDD)	6. Place of Birth (City, State)	7. Home address in Japan	
Dependent 1	8. Name (Last, First, Middle)	9. Relationship	10. Date of Birth (YYYYMMDD)	11. Place of Birth (City, State)
Dependent 2	12. Name (Last, First, Middle)	13. Relationship	14. Date of Birth (YYYYMMDD)	15. Place of Birth (City, State)
Dependent 3	16. Name (Last, First, Middle)	17. Relationship	18. Date of Birth (YYYYMMDD)	19. Place of Birth (City, State)
Dependent 4	20. Name (Last, First, Middle)	21. Relationship	22. Date of Birth (YYYYMMDD)	23. Place of Birth (City, State)
Dependent 5	24. Name (Last, First, Middle)	25. Relationship	26. Date of Birth (YYYYMMDD)	27. Place of Birth (City, State)