

From: Requesting Activity \_\_\_\_\_  
To: Commanding Officer, Navy Public Works Center

Subj: OUT OF BOUNDS REQUEST

Ref: (a) DOD 4500.36R  
(b) NAVFAC P-300  
(c) NAVSUP INST. 4600.70 Military Traffic Management Regulation  
(d) NAVSUP INST. 4600.70 Joint Travel Regulation

1. An "Out of Bounds" request is required when the "Permissible Operating Distance" exceeds the 100 mile radius from your Activity's home base as stated in (a) and (b). This 100-mile radius shall not be exceeded without prior approval of your Activity's Program Manager and the Public Works Center.
2. The Requesting Activity assumes the full financial responsibilities for the vehicles and/or equipment including; fuel, breakdown/repairs, towing and accident damages while on this travel. It is generally more economical to use commercial carriers for services beyond the 100 miles as referenced in (c) and (d).
3. The following details are required:

USN Vehicle Number: \_\_\_\_\_ Dates of Travel: \_\_\_\_\_ to \_\_\_\_\_

Destination: \_\_\_\_\_

Purpose: \_\_\_\_\_

Print: \_\_\_\_\_ Phone: \_\_\_\_\_

Title: \_\_\_\_\_

4. SITE VEHICLE CUSTODIAN APPROVAL:

\*Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Must be authorized to commit government funds  
.....(FOR PWC USE ONLY) .....

NAVY PUBLIC WORKS CENTER PENSACOLA HAS:

( ) APPROVED ( ) DISAPPROVED YOUR "OUT OF BOUNDS REQUEST."

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_

Please fax or mail this completed form to:

**NAS PENSACOLA**  
Fax: (850) 452-9400  
Public Works Center  
NAS Pensacola  
Code 300, Bldg. 3560  
Pensacola, Fl 32508