

DLA Disposition Services  
**LETTER OF AUTHORIZATION**

DATE

LOA is valid up to one year from this date.

This LOA has additional pages

Verify the Authority Code for your DODAAC states 00-Requisitioner at [https://www.transactionservices.dla.mil/daasinq/daasinq\\_dodaac.asp](https://www.transactionservices.dla.mil/daasinq/daasinq_dodaac.asp). DODAACS may not be split amongst designees; all designees will be authorized for all listed DODAACS. Per reference DOD 4160.21-V3, Enclosure 5, the following service members are authorized for direct removal of property from DLA Disposition Services sites per the Accountable Officer listed below for the following DODAAC(s):

**DESIGNEES**

FULL NAME	DODAAC	COMPLETE ADDRESS	PHONE	DIGITAL SIGNATURE

**ACCOUNTABLE SUPPLY OFFICER**

*I authorize and verify designees on this page.*

FULL NAME	DODAAC	COMPLETE ADDRESS	PHONE	DIGITAL SIGNATURE

**ACCOUNTABLE SUPPLY OFFICER EMAIL ADDRESS IS REQUIRED**

ASO EMAIL ADDRESS

**COMMANDING OFFICER**

*Per regulations, the Commanding Officer cannot be the same person as the Accountable Officer. The CO is the AO's higher authority.*

FULL NAME/GRADE	COMMANDING OFFICER DIGITAL SIGNATURE