

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Shopping Agent Privilege Memorandum (SAPM) (Post Command Policy 24-5)

1. The purpose of this memorandum is to establish, in accordance with (IAW) AR 600-8-14, Identification Cards for Members of the Uniformed Services, their Family Members, and other Eligible Personnel policy concerning the issue and use of the SAPM.
2. The purpose of the SAPM is for limited access to AAFES/Commissary operations located on both Fort Richardson, and Elmendorf Air Force Base. These Memos will be issued to non-Department of Defense (DoD) Identification Card holders on the following basis:
  - a. The active duty service member and spouse will not be available for shopping, and an adult (usually another family member) will be taking care of the service member's child or children for a period of not less than 3 days.
  - b. Retirees who show medical proof they are unable to perform their own shopping may be allowed to have one agent conduct their shopping for them. The SAPM will, in most cases, remain valid for the projected period of medical disability (up to one year).
3. Each request for a SAPM will be considered on a case by case basis. The Post Commander reserves the right to grant or deny privileges to AAFES/Commissary operations for non-DoD Identification Card holders. In most circumstances, the SAPM will be issued for the date the request is made.

//signed//  
DAVID L. SHUTT  
LTC, AR  
Post Commander

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