



**DEPARTMENT OF THE AIR FORCE**  
**UNITED STATES AIR FORCES CENTRAL COMMAND (USAFCENT)**  
**379TH AIR EXPEDITIONARY WING**

DD MMM YY

MEMORANDUM FOR 379 ECES/CEI (HOUSING MGR)  
379 SFS/CC  
379 AEW/JA  
379 AEW/CC  
IN TURN

FROM: Military Sponsor

SUBJECT: Live-in Child Care Provider (Nanny) Authorization Request

1. Request approval for a live-in child care provider.
  - a. Provider's name: First name, middle initial, last name, SSN and passport/visa/identification #.
  - b. Family status and relationship to members: third party employee, cousin, mother-in-law, etc.
  - c. Hiring company information (as applicable):
2. I certified I have a resident dependent child, infant through high school age, residing in the household.
3. The child care provider will reside in government-leased housing, unaccompanied.
4. A private bedroom is available for nanny IAW AFI 32-6001, *Family Housing Management*, para 2.12. A dependent family member is not vacating his/her bedroom for the live-in child care provider. In addition, approval of a live-in childcare provider does not constitute an additional bedroom entitlement.
5. I understand I must coordinate with the base legal office and 379 ESFS before 379 AEW/CC makes a final determination. I have attached the contract with the nanny in support of my request.
6. For additional information I can be reached at DSN: xxx-xxxx.

Sponsor's Name, Rank, USAF  
Duty Title

1st Ind to (same as FROM), DD MMM YY, Live-in Child Care Provider Authorization Request

379 ECES/CEI

MEMORANDUM FOR 379 ESFS/CC

Request meets/does not meet housing management (AFI 32-6001) requirement.

MICHAEL E. CROSSE, Maj, USAF  
Housing Manager

2nd Ind, 379 ESFS/CC, DD MMM YY

MEMORANDUM FOR 379 AEW/JA

Concurs/does not concur.

THOMAS E. SEGARS, JR., Major, USAF  
Commander, 379 ESFS

3rd Ind, 379 AEW/JA, DD MMM YY

MEMORANDUM FOR 379 AEW/CC

Concur/does not concur.

Name, Rank, USAF  
Duty Title

4th Ind, 379 AEW/CC, DD MMM YY

MEMORANDUM FOR 379 ECES/CEI

Approved/disapproved.

ROGER H. WATKINS  
Brigadier General, USAF  
Commander