

MEMORANDUM FOR ALL SQUADRON SPORTS REPRESENTATIVES

FROM: 374 FSS/FSVS (Intramural Sports Office, Tel: 5-8889)

SUBJECT: Letter of Intent (LOI)

1. The Athletic Department is now organizing the **INTRAMURAL SOFTBALL** program for the 2010 season, which will begin **December 10**.
2. A successful Intramural program begins with the timely completion and submission of a Letter of Intent; submit this LOI NLT **25 November 10** as to whether your organization will participate in this program. **Compliance with the entry deadline will be strictly enforced.** Squadrons who wanting to enter their units should designate a coach, alternate representative and complete the Letter of Intent attached below. Please return to 374 FSS/FSVS. **You may Scan and email to SSgt Frederick Guild (Frederick.guild@yokota.af.mil) and/or SrA Tariq Hassanali (Tariq.hassanali@yokota.af.mil) or FAX this Letter of Intent to the Sports Office at 225-9633.**
3. Each squadron may enter one team (A Team) to be designated as the Commander's Trophy Team. All other additional teams are *Recreational Teams*. If a unit submits a second team, players may not be interchanged. Rosters of all players on each team must be submitted to the Sports Office. It is the responsibility of the respective coaches to keep rosters current.
4. **MANDATORY COACHES MEETING ARE FOR ALL TEAM COACHES/CAPTAINS** will be held at **SAMURAI FITNESS CENTER ANNEX 2ND FLOOR CONFERENCE ROOM.**
(ANNEX Bldg. 665):
9 December 10 AT 1400 HRS
5. If your squadron does not enter a team but you have personnel interested in participating, submit their name, rank, unit, and duty phone on a separate letter, signed by the commander, requesting that personnel be placed into the player's pool.

LETTER OF INTENT

MEMORANDUM FOR: 374 FSS/FSVS

Date _____

FROM: (Squadron) _____

SUBJECT: INTRAMURAL SOFTBALL

1. In reply to the above letter, our organization (will) (will not) participate in the **INTRAMURAL SOFTBALL** program.

2. The coach and alternate coach of our team will be Please Print.

(Coach)

(Rank)

(Phone)

(Alternate)

(Rank)

(Phone)

Squadron Sports Representative