**AP1.20. APPENDIX 1.20**

**FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS  
(FMS AND GRANT AID TRANSACTIONS)  
(FROM ILCO to SAOs)**

|  |  |
| --- | --- |
|  | (Insert date) |
| FROM: | (Insert the official clear-text name and address of the initiating ILCO and its assigned AAC.) |
| TO: | (Insert the official clear-text name and address of the security assistance organization (SAO) to receive the validation request documents.) |
| SUBJECT: | Follow-up on Request for Validation of Materiel Obligations. |
| REFERENCES: | (Insert reference to original letter.) |

AP1.20.1. The referenced letter forwarded a listing (in duplicate) of MOV Request documents and a complete set of the documents (strike out one if not applicable) and requested that receipt be acknowledged. This activity has no record of receiving the requested acknowledgment, nor any response to the validation requests. Enclosed are duplicates/triplicates (strike out one) of listings for MOV Request documents and a complete set of the documents (strike out if not applicable). The requests are submitted to your activity for validation of the continuing need for the item in the original requisition document.

AP1.20.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each validation request be reviewed to determine the continuing need for the item and quantity shown.

AP1.20.3. Annotate a copy of the enclosed listing/Data Block 8 and Block U of the remarks block, respectively, for each document to indicate:

(1) The quantity of each item still required, and

(2) The quantity of each item received prior to receipt of the validation requests. A copy of the annotated listing/the annotated documents (strike out one) should be transmitted by priority mail to this activity to arrive no later than enter date, which is 35 calendar days prior to the supply source response due date.

AP1.20.4. Acknowledge receipt of the enclosed MOV Request documents by insertion of the date and signature below and return of the correspondence to the installation.

Enclosures

1. MOV Request documents

2. Listing of Request documents (as applicable)

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(ACKNOWLEDGMENT OF RECEIPT)

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Above MOV Request documents were received

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(Date)

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(Signature)