



**DEPARTMENT OF THE AIR FORCE  
PACIFIC AIR FORCES**

MEMORANDUM FOR YOKOTA AB PATRONS

FROM: 374 FSS/FSVP (YOKOTA AIR BASE POST OFFICE)

SUBJECT: DOD ID NUMBER AND EMAIL ADDRESS

1. The Yokota Post Office is implementing a new delivery notification system for parcel pick-up only. This process will include updating your email address and inserting your DoD ID number into the Automated Military Postal System.

2. Please stop by the Customer Service window to update your information at your earliest convenience. To expedite the process, please fill out the following information legibly in capital letters.

Name(s): \_\_\_\_\_

Sponsor DoD ID: \_\_\_\_\_

Box number: \_\_\_\_\_

Cell phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

3. If you have any questions or concerns please contact our Customer Service at DSN 225-7220.

**CUSTOMER SERVICE SECTION  
Yokota Military Post Office**