



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

MEMORANDUM FOR Yokota Base Personnel

FROM: 374 FSS/FSW

SUBJECT: Yokota Community Center's Alcohol Policy

1. Any reservation in which a customer is requesting a reservation for the use of the Yujo or Taiyo Community Centers in which alcohol is planned to be served, consumed or on premises whether an official or un-official function, the customer must coordinate the requested alcohol service to be provided through or by the 374 Force Support Squadron, Community Center, Officer Club, or Enlisted Club bartender service.
2. Customers are *not authorized* to serve their own alcoholic beverages or provide their own alcohol beverage service at the Yujo or Taiyo Community Centers.
3. Alcohol or bartender service planned to be a part of any reservations or requested to be served at any reservation located in or around the Taiyo or Yujo Community Centers must be coordinated prior to approval of the reservation request. All Reservations request must be coordinated 30 days in advance of the requested reservation date.
4. No commander approval authority is required as the alcohol service is being provided in a 374 FSS facility by trained 374 FSS personnel that is approved to serve alcohol.
5. Should you have further questions, please direct any questions to Richard H. King II, GS-11, Community Center Director, 225-7189 or richard.king.46@us.af.mil

JOE R. HEINRICHS, GS-13, DAF
Chief, Community Services