ALTERNATE FOREIGN GOVERNMENT AND COMMERCIAL FUEL CUSTOMER BILLING INFORMATION

Use this form in the event a **Foreign Government or Commercial Customer** requests fuel and does not have a valid purchase device (DD Form 1896, AIR Card, etc.) at the time of the fuel servicing request. **Except as noted, all of Part I, Part II or Part III, and Part IV are mandatory data entry fields at the time of the sale.** The Customer Signature is mandatory to verify receipt of product. Fax a copy of the signed form with Parts I, II, III, and IV filled in to DESC-NI for assistance in determining customer DoDAAC and billing data. Provide the Customer a copy and retain one copy of the signed form in suspense pending research into customer billing data. Upon return of the completed form with customer billing data, process the sale and retain the completed form to the document control file in accordance with published document retention policy.

PART I: SELLING DFSP INFORMATION *(Provided by the Selling DFSP)*

1a. DFSP NAME	b. CITY	c. STATE OR COUNTRY

2a. DFSP DODAAC	b. PRODUCT SOLD	c. QUANTITY OF SALE	d. DATE OF SALE *(MM/DD/YY)*

3a. SERVICING EQUIPMENT TYPE *(Optional)*	b. SERVICING EQUIPMENT ID *(Optional)*	c. TRANSACTION ID *(Optional)*

4a. DFSP POINT OF CONTACT NAME	b. TELEPHONE NUMBER	c. E-MAIL ADDRESS

PART II: FOREIGN GOVERNMENT CUSTOMER INFORMATION *(Provided by Customer Representative)*

5a. AIRCRAFT/SHIP/VEHICLE/EQUIPMENT TYPE	b. AIRCRAFT TAIL/NOSE NUMBER, SHIP HULL NUMBER, OR VEHICLE/ EQUIPMENT IDENTIFICATION NUMBER

6a. BRANCH OF MILITARY SERVICE OR GOVERNMENT AGENCY NAME	b. COUNTRY

c. HOME STATION/BASE OR AGENCY ADDRESS	d. CITY

PART III: COMMERCIAL CUSTOMER INFORMATION *(Provided by Customer Representative)*

7a. AIRCRAFT/SHIP/VEHICLE/EQUIPMENT TYPE	b. AIRCRAFT TAIL/NOSE NUMBER, SHIP HULL NUMBER, OR VEHICLE/ EQUIPMENT IDENTIFICATION NUMBER
c. AIRLINE OR COMPANY NAME	d. ADDRESS AND CITY
e. STATE OR COUNTRY	f. HOME AIRPORT *(Required for aircraft)*
g. FLIGHT POINT OF ORIGIN *(Required for aircraft)*	h. FLIGHT DESTINATION *(Required for aircraft)*

PART IV: CUSTOMER RECEIPT ACKNOWLEDGEMENT *(Completed by Foreign Government or Commercial Customer Representative)*

8a. CUSTOMER REPRESENTATIVE NAME *(Printed)*	b. TITLE OR RANK

c. TELEPHONE NUMBER	d. FAX *(If known)*	e. E-MAIL ADDRESS

Customer Representative Signature acknowledges receipt of product as reflected above.

f. CUSTOMER REPRESENTATIVE SIGNATURE	g. RECEIPT DATE *(MM/DD/YY)*

PART V: CUSTOMER BILLING DATA *(Provided by DESC-NI or if applicable the Service Control Point)* *(Return to Selling DFSP POC for processing.)*

9a. CUSTOMER T-DODAAC	b. SIGNAL CODE	c. FUND CODE	d. SUPPLEMENTAL DODAAC *(Required if other than Signal Code A)*

PART VI: PROCESSING ACTION COMPLETION

10a. NAME OF PERSON COMPLETING RESEARCH	b. OFFICE

c. TELEPHONE NUMBER	d. DATE RETURNED TO SELLER DFSP *(MM/DD/YY)*

11a. DATE INPUT TO BLSA *(MM/DD/YY)*	b. DATE PROCESSED TO BSM-E *(MM/DD/YY)*

12. REMARKS

DD FORM 1898-F INSTRUCTIONS

BLOCK	INSTRUCTIONS
PART I: Selling DFSP Information. All Part I entry fields are mandatory unless otherwise specified in instructions.	
1a	Enter the DFSP (Defense Fuel Stock Point) name.
1b	Enter the name of the city where DFSP is located.
1c	Enter the name of the state or country (if outside the US) where the DFSP is located.
2a	Enter the DoDAAC of the Selling DFSP.
2b	Enter the grade of product sold.
2c	Enter the quantity of fuel sold in US Gallons.
2d	Enter the date of the sale.
3a	Enter the type of servicing equipment if applicable. This is an optional entry field.
3b	Enter the issue point/vehicle/equipment/facility ID number if applicable. This is an optional entry field.
3c	Enter the transaction ID assigned to the transaction if applicable. This is an optional entry field.
4a	Enter the Point of Contact (POC) name for the selling DFSP.
4b	Enter the telephone number of the DFSP POC.
4c	Enter the e-mail address for the DFSP POC.
PART II: Foreign Government Customer Information. All data fields in Part II are mandatory for Foreign Government customers.	
5a	Enter the aircraft, ship, vehicle or equipment type (e.g. F-16, 747, Oiler, Truck, Generator, etc.).
5b	Enter the aircraft, ship, vehicle or equipment ID number (aircraft tail/nose #, Ship hull #, vehicle/equipment ID #, etc.).
6a	Enter the customer's unit/organization name and numeric designator if applicable, or Government Agency name.
6b	Enter the name of the country.
6c	Enter the home station/base name, or agency address of the aircraft, ship, vehicle or equipment receiving the fuel.
6d	Enter the city of the customer home station, base, or agency.
PART III: Commercial Customer Information. All data fields in Part III are mandatory for Commercial Customers unless otherwise specified.	
7a	Enter the aircraft, ship, vehicle or equipment type (e.g. F-16, 747, Oiler, Truck, Generator, etc.).
7b	Enter the aircraft, ship, vehicle or equipment ID number (aircraft tail/nose #, Ship hull #, vehicle/equipment ID #, etc.).
7c	Enter the airline or company name.
7d	Enter the customer's address.
7e	Enter the state and/or country name of the customer.
7f	Enter the home airport (Required if aircraft).
7g	Enter the flight point of origin (Required if aircraft).
7h	Enter the flight destination (Required if aircraft).
PART IV: Customer Receipt Acknowledgement. All data fields in Part IV are mandatory for all customers.	
8a	Enter the customer representative's printed name.
8b	Enter the customer representative's title or rank/grade.
8c	Enter the customer representative's home station/office telephone number.
8d	Enter the customer representative's home station/office FAX number, if known.
8e	Enter the customer representative's email address if available.
8f	Customer representative must sign this block to acknowledge receipt of the product.
8g	Enter the date of the purchase/sale.
Part V: Customer Billing Data. Data entry provided by DESC-NI or Military Service Control Point if applicable.	
9a	Enter the customer DoDAAC.
9b	Enter the applicable signal code.
9c	Enter the applicable fund code.
9d	Enter Supplemental DoDAAC or FEDAAC if signal code other than Signal Code A is used.
Part VI: Processing Action Completion. To be completed by office providing customer billing information, and Selling DFSP upon completion of transaction processing.	
10a	Enter the name of person completing research of customer billing information.
10b	Enter the office name/symbol of person completing research.
10c	Enter the telephone number of person completing research.
10d	Enter the date the form with customer billing data was returned to the Selling DFSP for processing.
11a	Enter the date Selling DFSP input transaction into the base level support application.
11b	Enter the date the transaction was processed to BSM-E.
12	Enter remarks as applicable.

DD FORM 1898-F (BACK), JUN 2010