



## MEMORANDUM FOR SQUADRON SPORTS REPRESENTATIVES

FROM: **45 FSS/FSVS**

SUBJECT: **Letter of Intent for the 2023 Intramural Basketball**

- Intramural:** Will begin 16 May, 2023. Games will be played at the Patrick Space Force Fitness and Sports Center. Please be advised that season dates and game times are subject to change based on mission operations, total participation and weather conditions.
- Letters of Intent: Letters of Intent:** This Letter of intent (LOI) must be returned by End of Day on 7 May 2023. The team coach or designated representative must be available for the duration of the season and post season. Send LOIs to [Sheldon.Briggs.1@spaceforce.mil](mailto:Sheldon.Briggs.1@spaceforce.mil), [45FSS.FSV.SPORTS@us.af.mil](mailto:45FSS.FSV.SPORTS@us.af.mil), or hand delivered to a Patrick Fitness and Sports staff member.
- Coaches Meeting:** A mandatory coaches meeting is scheduled for 11 May 2023 at 1200 hours in the Fitness Center admin office; located on the second floor. If a coach cannot attend the mandatory agenda meeting, he/she must reschedule with the Sports Program Manager for a missed meeting recap. The agenda includes; rules, league schedule, appropriate attire policy, SLD 45 Commander trophy points, rules for requesting postponements and cancellations, and safety/injury mitigation.
- Rosters:** Rosters are due no later than 1200 the day of team's first game. No alpha or FOUO rosters will be accepted. Send team/individual rosters to [Sheldon.Briggs.1@spaceforce.mil](mailto:Sheldon.Briggs.1@spaceforce.mil) and/or [deidre.williams@spaceforce.mil](mailto:deidre.williams@spaceforce.mil).

### **Squadron Information**

Unit: \_\_\_\_\_.

Coach's Name and Duty/Cell Phone #: \_\_\_\_\_.

Email Address: \_\_\_\_\_.

Asst. Coach's Name and Duty/Cell Phone #: \_\_\_\_\_.

Email Address: \_\_\_\_\_.