

372871



ROYAL AIR FORCE
SERVICE AND RELEASE BOOK

Rank *CPL*

Service Number *2996045*

Surname *TANNER*

Initials *A.A. 15*

Class of Release *A*

Age and Service Group No. *49*

Anyone finding this book is requested to hand it in to the nearest Police Station or forward in an UNSTAMPED envelope to:—

Air Officer i/o Records,
Royal Air Force,
GLOUCESTER.

ON HIS MAJESTY'S SERVICE



The Senior Accountant Officer,

No. 101 Dispersal Centre,

WYHAM Royal Air Force.

..... MR. PRESTON (Post Town)

..... LANC'S (County)

AIR MINISTRY

NOTIFICATION OF CHANGE OF ADDRESS FOR FINAL PAYMENT OF PAY AND RELEASE BENEFITS

Note to Airman

Final payment will be made to the address which you gave at the time of your release. If, however, you change this address before you receive final payment, you should complete this card and send it to the Dispersal Centre from which you were released, about one week before the dates indicated in the Notes on Pay and Emoluments for which see Form 2520/26.

Airman's No. 2296045 Surname TANNER
(Block Letters)

Date as shown on Form 2520/26.

Initials A.A.H.

Class of Release A

I desire to inform you that I have changed my address from that given on my release, and I now request that all further payments to be made to me be sent to the following address:—

_____ (Post Town)

_____ (County)

Nearest Post Office
(if known)

Signature of airman

Date _____

CONDITIONS OF RELEASE AND AUTHORISATION

Under the provisions of the Armed Forces (Conditions of Service) Act, 1939, YOU ARE HEREBY RELEASED FROM AIR FORCE SERVICE, or if a member of the Auxiliary Air Force, released from the obligations to which you are subject by reason of embodiment.

This release is subject to and on the following conditions:—

1. You are relegated to a Reserve of the Royal Air Force unless you are a member of the A.A.F. in which case you remain in the A.A.F.
2. You have not by this release been discharged from the Service. You remain liable to recall to Air Force Service until the Emergency is declared ended by Order in Council, when you will be discharged unless you are on an engagement extending beyond that date.
3. If you are recalled by Special Notice full instructions will be given you as to where and when you are to report. If any general notice or proclamation is issued revoking releases or recalling the reserve to which you belong, you must immediately follow the Remobilisation Instructions in this Book.
4. You must notify Air Officer i/c Records (K Division), Gloucester, of any change in your permanent address both for Service reasons and to ensure that any communications in regard to any medals reach you.
5. If you become medically unfit through any sickness, injury or other disability which renders you unfit for further service and which is not temporary only, you must write to the A.O. i/c Records (K Division), Gloucester, enclosing a medical certificate.

CONDITIONS OF RELEASE AND AUTHORISATION

(continued)

6. Until final discharge you may not enter or enlist in any other branch of H.M. Forces or the service of any other country, or depart from the U.K. without permission from the Air Officer i/c Records. If you desire to do so, write to him for his consent.
7. After the effective date of your release (i.e. at the expiration of any leave granted or if no leave is granted the day of departure from the Dispersal Centre) you may not wear uniform except on any specially authorised occasions, unless you are recalled for service.
8. You should preserve the uniform which you retain on your release in good condition in case of recall.
9. If you handed any Medals to your Commanding Officer for safe keeping apply to Air Officer i/c Records (C.I.M. Section), Gloucester, for their return, giving full particulars.
10. Your pay and allowances cease on the effective date of your release unless the release is revoked and you are recalled to service. No reserve pay is issuable in respect of the liability to recall referred to in para. 2 attaching to your release.
11. **The following conditions apply to Class A (Age and Service) releases only.**
Any reinstatement rights you may have under the Reinstatement in Civil Employment Act, 1944, arise on the commencement of your leave.
12. **The following conditions apply to Class B (National Reconstruction) releases only.**
You have been released at the request of the Ministry of Labour and National Service. You will be directed by that Ministry to your reconstruction employment for the purposes to which you

CONDITIONS OF RELEASE AND AUTHORISATION

(continued)

have been released. Instructions setting out the Employment Exchange or Employer to which and the date by which you are to report are set out below. You must comply with these instructions. If at any time you discontinue such employment, save for reasons of ill-health, your release will be revoked and you will be recalled to Service.

13. The following conditions apply to Class C releases only.

You have been released on extreme compassionate grounds. Any reinstatement rights you may have under the Reinstatement in Civil Employment Act, 1944, arise on departure from the Dispersal Centre.

RELEASE AUTHORISATION

PART I

To be completed in Unit except when marked**.

Rank CPA Number 2296045

Initials A.A.K Surname JANWER
(Block Letters)

To be completed
at the Dispersal
Centre

Release of the above-named airman is hereby authorised as a Class A release, and he is relegated to Class Gi of the Reserve.
The effective date of release (i.e. last day of service) is

14-9-48

It is hereby certified that the above airman served in the R.A.F. on whole-time service during the following periods:

From

To

13-2-46

20-7-48

**

(Date of departure from
Dispersal Centre)

He is granted 56 days' leave on release commencing the day following the date of departure from the Dispersal Centre

RELEASE AUTHORISATION

(continued)

PART II

Instructions to Class B releases to report for Employment

You have been released to take up employment

as a
(Industry Group Letters)
(Occupational Classification Number.....)
and are to report within seven days from your departure from this Dispersal Centre to the following Employment Exchange
Delete one of these
OR
with Messrs.
of to whom you are to report within seven days from your departure from this Dispersal Centre.

You will ordinarily be required to commence work on the expiration of your leave, but you may if you desire commence at any earlier time.

PART III

Date

10 Jul 1948

**

for A.O. i/c Records



Dispersal Centre Stamp.

NOTES ON PAY AND EMOLUMENTS**1. FOR CLASS A RELEASE**

You will have received at the Dispersal Centre a payment in cash and postal drafts on account of your leave pay and allowances. Postal drafts for the final balance of your pay account and notification of amounts due to you for War Gratuity and Post-War Credit will be forwarded by the Senior Accountant Officer of the Dispersal Centre on or about the 42nd day after your departure from the Dispersal Centre. Amounts due in respect of War Gratuity and Post-War Credits will be made in the form of a deposit in the Post Office Savings Bank on the 57th day after you left the Dispersal Centre. A Post Office Savings Bank Book will then be forwarded to you by the Head Office of the Post Office Savings Bank.

2. FOR CLASS B RELEASE

You will have received at the Dispersal Centre a payment in cash on account of your leave pay and allowances. The balance of pay and allowances will be forwarded to you by the Senior Accountant Officer of the Dispersal Centre on or soon after the 14th day after your departure from the Centre. If, however, you were sent home from overseas for immediate release, delay in making the final payment will in some cases be unavoidable. Any payment to which you may be entitled in respect of your service overseas or for War Gratuity and Post-War Credit, will be made in the form of a deposit in the Post Office Savings Bank at the end of the emergency. A Post Office Savings Bank Book will then be forwarded to you by the Head Office of the Post Office Savings Bank.

3. FOR CLASS C RELEASE

You will have received at the Dispersal Centre a payment in cash on account of the balance of pay due to you. If, however, you are entitled to overseas leave the cash advances to be made at the Dispersal Centre will be increased. Postal drafts for the balance of your pay and overseas leave entitlements, and notification of amounts due to you for War Gratuity and Post-War Credits will be issued from the Dispersal Centre on or soon after the 14th day after your departure. If, however, you were

*(continued)***NOTES ON PAY AND EMOLUMENTS***(continued)*

sent home from overseas for immediate release, delay in making the final payment will, in some cases, be unavoidable. Any payments to which you may be entitled in respect of your service for War Gratuity and Post-War Credit will be made in the form of a deposit in the Post Office Savings Bank on the 57th day after you left the Dispersal Centre. A Post Office Savings Bank Book will then be forwarded to you by the Head Office of the Post Office Savings Bank.

FOR ALL RELEASES

4. You will have given on release an address at which you desire the final payment of your account made. If you change this address before you receive the final payment of your account and desire the payment made to any other address you should, in order to prevent loss or misappropriation, notify the Senior Accountant Officer of the Dispersal Centre from which you were released. A card (Form 2520/20) is provided in this book for the purpose.
5. Payment will be made to the address given on release unless notification of any change is received before payment; the Air Ministry will not be responsible for any loss or misappropriation resulting from your failure to notify a change of address.
6. The balance of pay forwarded to you by the Senior Accountant Officer of the Dispersal Centre does not preclude any adjustment of income tax liability which the Department of Inland Revenue may require to make subsequent to your release.
- 7A. The entitlement of wives, dependants and allottees to R.A.F. allowances and allotments ceases at the end of the allowance week (Thursday to Wednesday inclusive) in which leave expires (or if no leave is granted, at the end of the allowance week in which the airman/airwoman departed from the Dispersal Centre). Instructions will be issued to payees at the last known addresses for them to return the allowance books to

REMOBILISATION INSTRUCTIONS
(continued)

7. Do NOT bring any medals or decorations with you unless you are unable to leave them in safe custody.
8. If you have to travel by rail, use the Travel Warrant in this Book and complete the name of the Railway Station as necessary. If you do not require it, leave it in this Book which must be handed in when you report for duty.
9. If you need money for the journey the money order for 5s. in this Book may be used; present it for payment at any Post Office and produce your Identity Card and you will be paid 5s. which will be adjusted later in your account. (If you do not need the money, hand in the money order on reporting or you will be charged the 5s.).

NOTE: This money order and Warrant can only be used after a Public Notice or Proclamation has been issued; they are not valid till then.

REMOBILISATION STATIONS

10. If remobilisation or return to duty is ordered by general notice, or proclamation revoking releases or recalling the Reserve of which you are a member, a list of R.A.F. remobilisation stations will be published in the press and by public notice, shewing the particular stations under code letters. Your code letter is shown below, and you should report to the station to which the code letter applies.

Your remobilisation station code letter is:—

J

To be completed at Unit.

To be retained by Post Office.

ROYAL AIR FORCE

**AVAILABLE ONLY ON REMOBILISATION BY
PUBLIC NOTICE OR PROCLAMATION**

To H.M. Postmaster General.

Please pay the sum of 5s. on production of his Identity Card to the airman mentioned below, if and when by Public Notice or Proclamation the R.A.F. Reserve has been called out for further Active Service before the present Emergency is declared ended. The receipt overleaf must be signed by him.

Surname TANNER
(Block Letters)

Christian Name(s) AUBREY ALLAN IENNETH

Service No. 2296045

Signature of Airman *Tanner*

Stamp of
Paying
Post Office.



Stamp of
Issuing Unit
and Date.



Please read overleaf.

NOTES ON PAY AND EMOLUMENTS

(continued)

the Director of Accounts, Whittington Road, Worcester, after the books have been cashed for that week. *Airmen and Airwomen are required to ensure*, irrespective of whether the official notice has been received, *that payees return the books at the time stated.*

7B. In certain cases however (e.g. Class A releases,) a form will be sent to payees from the Air Ministry which, on presentation to the Post Office, will enable them to draw allowances and allotments due for the last four weeks in one lump sum. When payment is made in this manner, the allowance books will be retained by the Post Office for return direct to the Air Ministry. If bulk payment is not authorised the procedure in paragraph 7A is to be followed.

7C. If the book is improperly encashed with your connivance or owing to your negligence, you may be liable to be prosecuted.

8. Any queries on your final payment, or War Gratuity entitlement or Post-War Credit arising after receipt of final payment are to be addressed to the Senior Accountant Officer of the Dispersal Centre at which release was effected quoting the following particulars:—

(a) Class of release (A, B or C).

A.

(b) Date as Stamped below.

Dispersal Centre Date Stamp.

REMOBILISATION INSTRUCTIONS

1. Although released you have NOT BEEN DISCHARGED.
2. Until you are finally discharged when the Emergency is declared ended by Order in Council you still remain liable to recall to service by public notice or proclamation or by a notice addressed to you personally.
3. If you receive an individual notice you will be sent a travelling warrant with full instructions as to what you are to do and where you are to report.
4. If a public general notice or proclamation is issued revoking releases and recalling the reserve of which you are a member, you should immediately prepare yourself to return to duty and watch the Press or Public Notice Boards for further instructions as to when you are to report.
5. You should report at your Remobilisation Station as shown below, in Uniform, bringing with you all service clothing and necessaries left in your possession when you were released.
6. You should also bring with you (1) this Book containing your Certificate of Service (2) your National Health and Pensions Insurance Contribution Card (3) your Unemployment Insurance Book (4) your Civilian Identity Card (5) your Service Identity discs. If you cannot get these at once do NOT delay but arrange for them to be sent on after you. If you are sick when due to report, you must immediately inform the Officer Commanding the station at which you are to report enclosing a medical certificate. You should report immediately you are fit for duty.

REMOBILISATION INSTRUCTIONS
(continued)

7. Do NOT bring any medals or decorations with you unless you are unable to leave them in safe custody.
8. If you have to travel by rail, use the Travel Warrant in this Book and complete the name of the Railway Station as necessary. If you do not require it, leave it in this Book which must be handed in when you report for duty.
9. If you need money for the journey the money order for 5s. in this Book may be used; present it for payment at any Post Office and produce your Identity Card and you will be paid 5s. which will be adjusted later in your account. (If you do not need the money, hand in the money order on reporting or you will be charged the 5s.).

NOTE: This money order and Warrant can only be used after a Public Notice or Proclamation has been issued; they are not valid till then.

REMOBILISATION STATIONS

10. If remobilisation or return to duty is ordered by general notice, or proclamation revoking releases or recalling the Reserve of which you are a member, a list of R.A.F. remobilisation stations will be published in the press and by public notice, shewing the particular stations under code letters. Your code letter is shown below, and you should report to the station to which the code letter applies.

Your remobilisation station code letter is:—

J

To be completed at Unit.

To be retained by Post Office.

ROYAL AIR FORCE

**AVAILABLE ONLY ON REMOBILISATION BY
PUBLIC NOTICE OR PROCLAMATION**

To H.M. Postmaster General.

Please pay the sum of 5s. on production of his Identity Card to the airman mentioned below, if and when by Public Notice or Proclamation the R.A.F. Reserve has been called out for further Active Service before the present Emergency is declared ended. The receipt overleaf must be signed by him.

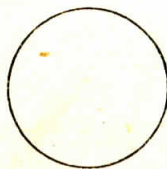
Surname TANNER
(Block Letters)

Christian Name(s) AUBREY ALLAN IENWETH

Service No. 2296045

Signature of Airman Manner

Stamp of
Paying
Post Office.



Stamp of
Issuing Unit
and Date.



Please read overleaf.

CLEARANCE CERTIFICATE

To be completed at Unit except where marked **

Rank CPK Number 2296045

Initials A.A.H Surname TANNER
(Block Letters)

It is hereby certified that the above-named airman has been cleared of all known charges in respect of deficiencies of public clothing and equipment.

Dispersal Centre **
Date Stamp

TO BE COMPLETED FOR ALL PERSONNEL

Receipt to be signed if and when the Order is cashed. I hereby acknowledge receipt of the sum of 5/- (five shillings), being advance of pay, issued to me on rejoining.

Date.....

NOTICE TO AIRMAN

If this Order is not used, it must be delivered to your Accountant Officer on joining your Unit, otherwise the five shillings will be charged against your pay account.

NOTICE TO POSTMASTER

After payment, this Order must be treated as a Postal Draft and claimed accordingly.

(b) Wife's present address

ROYAL AIR FORCE CERTIFICATE OF SERVICE AND RELEASE

SERVICE PARTICULARS

 Service Number } 22960445 Rank COL

 Air Crew Category and/or R.A.F. trade. Q4GD.

 Air Crew Badges awarded (if any) -

 Overseas Service -

 R.A.F. Character V/G (see notes on back of certificate on opposite page)

 Proficiency A Sgt. (" ")

 " B Sgt. (" ")

Decorations, Medals, Clasps, Mention in Despatches, Commendations, etc.

Educational and Vocational Training Courses and Results.

DESCRIPTION

 Date of Birth 29-10-24 Height 5' 10"

Marks and Scars

 Specimen Signature of Airman Tanner

 of TANNER, A. A. IT
(Block Letters)

 The above-named airman served in the RAF
on full-time service,

 from 13, 2-46 to 19.4.44
(Last day of service in unit before leaving for release and release leave).

Particulars of his Service are shown in the margin of this Certificate.

Brief statement of any special aptitudes or qualities or any special types of employment for which recommended:—

This airman intends to continue his employment in a drawing office for which he is well qualified by reason of his neatness. He is good at figures and compiling statistics and a reliable clerk

 Date 19.4.44

Signature of Officer Commanding

FOR W/CMAR

Notes :—

R.A.F. trade—For air crew with a basic trade, show the trade in brackets after the air crew category, e.g., Pilot (Armourer).

R.A.F. Character during Service :

V.G. is the highest character which can be awarded in the Royal Air Force. The character assessment reflects the airman's conduct throughout the whole of his service.

Proficiency :

The trade proficiency headings A and B signify :—

TRADESMEN

- A. Skill in his trade (applicable to airmen up to the rank of Corporal inclusive).
- B. Ability as technical Warrant Officer or Non-commissioned officer, i.e., as foreman manager, foreman or supervisor in his trade.

AIR CREW PERSONNEL

- A. Proficiency as pilot, navigator, air bomber, air gunner, etc.
- B. Ability as a Warrant Officer or Non-commissioned officer.

Proficiency will be shown as

Ex. for exceptional
Supr. for superior
Sat. for satisfactory
Mod. for moderate
Inf. for inferior

No higher or other assessment is permissible.

The date to be inserted as the date of commencement of service is the date on which the airman reported for service, was called up from deferred service, called out or embodied as applicable.

To be detached only by Booking Clerk and exchanged for Ticket.
RECALL TO SERVICE OF AN AIRMAN ON REMOBILISATION
(To be completed in Unit except where marked**)

TRAVEL WARRANT

Charges payable by Air Ministry (F30) **R.A.F.**
3rd Class

The Directors of the Railway Company or Shipping Company concerned are hereby requested to provide conveyance for one airman by the recognised direct route to.....**

N.B.—The airman concerned may only use this warrant if and when public notice of proclamation has been issued calling out the Reserve.

Airman's Number 2996045

Surname TANNER

(Block Letters)

Initials AA-IT.

Stamp of
Dispersal
Centre **

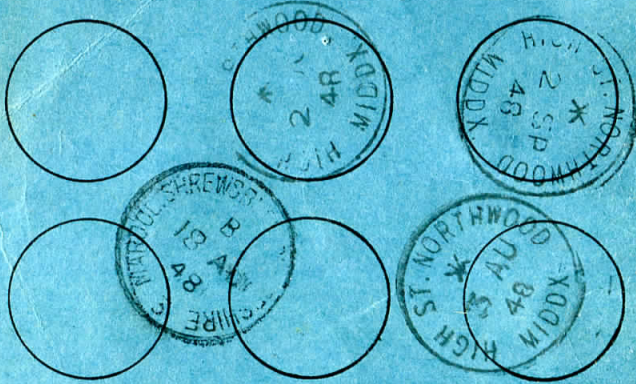
20 JUL 1948

Particulars of Ticket issued, to be filled in by Railway/Shipping Co.

**RECEIPTS FOR ENCASHMENT
OF POSTAL DRAFTS**

Notice to AIRMAN

On presentation of postal drafts at a post office for encashment or for credit to a Post Office Savings Bank Account, this release book must be produced as EVIDENCE OF IDENTITY. The Post Office will frank one ring on the encashment of EACH postal draft, and the last ring when making credit to a Savings Bank Account.



Usual Signature of Airman.

[Handwritten signature]

ON HIS MAJESTY'S SERVICE



Air Officer i/c Records,

K. Division,

Royal Air Force,

Gloucester.

AIR MINISTRY