

DUPLICATE COPY ORIGINAL LOST.

AIRWOMAN

H. H. Hodges No.

ROYAL AIR FORCE
SERVICE AND RELEASE BOOKRank LACW.Service Number 2151005.Surname LAGAN.Initials M.S.F.H.Class of Release A.Age and Service Group No. 61.

ON HIS MAJESTY'S SERVICE



The Senior Accountant Officer,

No. 101..... Dispersal Centre,

Royal Air Force.

KIRKHAM..... (Post Town)

LANCS..... (County)

AIR MINISTRY.

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

Note to Airwoman

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 2530/25W.

Airwoman's No. 2151445 Surname LOGAN
(Block Letters)

Date as shown on Form
2530/25W

Initials M.S.F.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:—

Signature of airwoman

Nearest Post Office
(if known)

Date

CONDITIONS OF RELEASE AND AUTHORISATION

Under the provisions of the Defence (Women's Forces) Regulations, 1941, YOU ARE HEREBY RELEASED FROM AIR FORCE SERVICE.

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

1. 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.
2. 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, you must immediately follow the Remobilisation Instructions in the Book.
3. 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.
4. 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 Air Officer i/c Records (K Division), Gloucester, enclosing a medical certificate.
5. 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.

CONDITIONS OF RELEASE AND AUTHORISATION

(continued)

6. 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 Disposal Centre) you may not wear uniform except on any specially authorised occasions, unless you are recalled to service.

7. You should preserve the uniform which you retain on your release in good condition in case of recall.

8. 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.

9. 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 payable in respect of the liability to recall referred to in para. 2 (above) attaching to your release.

10. 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.

11. 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 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.

CONDITIONS OF RELEASE AND AUTHORISATION

(continued)

12. 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 Disposal Centre.

RELEASE AUTHORISATION

PART I

To be completed in Unit except when marked **.

Rank LACW. Number 2151005.Initials M.S.F.H. Surname LOGANTo be completed
at the Dispersal
CentreRelease of the above-named ^(Block Letters) airwoman is
hereby authorised as a Class A release.The effective date of release (i.e. last day of
service) is 5/12/47. **It is hereby certified that the above airwoman served in the
W.A.A.F. on whole-time service during the following periods

From

To

25/5/44.10/10/47. **(Date of departure from
Dispersal Centre)She is granted ☐ days' leave on release commencing the
day following the date of departure from the Dispersal Centre

RELEASE AUTHORISATION

(continued)

PART II

Instructions to Class II releases to report for Employment

You have been released to take up employment

as a

(Industry Group Letter)

Occupational Classification Number.....
and are to report within seven days from your
departure from this Dispersal Centre to the following
Employment Exchange

Date

on

of

at

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

** 10/10/47 **
for A.Q. & Reports

Dispersal Centre

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 your 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

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 2520/20W) 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/airswoman departed from the Dispersal Centre). Instructions will be issued to payees at the last known addresses for them to return the allowance books to

NOTES ON PAY AND EMOLUMENTS

(continued)

the Director of Accounts, Whittington Road, Wexham, after the books have been asked for that week. *Airmen and Airwomen* are required to ensure, irrespective of whether the official notice has been received, that *payees* return the *Book* 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 authorized 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~~).
- (b) Date as Stamped below.



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 release and recalling the W.A.A.F., 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 accessories 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 disc. 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.

CLEARANCE CERTIFICATE

To be completed at Unit except where marked**

Rank LACW. Number 2151005.Initials M.S.E.H. Surname LOGAN
(Block Letters)

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

Disposal 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 AIRWOMAN

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.

ROYAL AIR FORCE CERTIFICATE OF SERVICE
 CERTIFICATE OF SERVICE AND RELEASE

R.A.F. Form 2520/11W

SERVICE PARTICULARS—

Service Number } 2151005. Rank WACW

W.A.A.F. trade TELE. OP.

Overseas Service

W.A.A.F. Character V.G. (See notes on back of certificate on opposite page)

Proficiency A Supt.

" B

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

Educational and Vocational Training Courses and Results

Date of Birth 11/4/26 Height 5' 2"

Marks and Scars

Specimen Signature of Airwoman M. Logan.

M. S. F. H. LOGAN.

(Block letters)

The above-named airwoman served in the W.A.A.F. on full-time service,

from 25/5/44 to 9/10/44 (Last day of service in unit before leaving for release and release leave).

Particulars of her 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:—

A very good conscientious airwoman. Has carried out her duties in a very capable manner. Keen, willing and uses initiative. Has always taken an interest in the organisation of the section. A very good trustworthy typist. Recommended for any situation as a Secretary or Typewriter Operator.

Date 9/10/44 L. AVERY S/WOR
 Signature of Officer Commanding

Notes.—

W.A.A.F. Character during Service.

V.G. is the highest character which can be awarded in the W.A.A.F. The character assessment reflects the airwoman's conduct throughout the whole of her service.

Proficiency :

The trade proficiency headings A and B signify:—

- A. Skill in her trade (applicable to airwomen up to the rank of Corporal inclusive).
- B. Ability as technical warrant officer or non-commissioned officer, i.e., as forewoman, manager, forewoman or supervisor in her trade.

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 airwoman reported for service or was called up from deferred service.

RETURN AND DISPOSAL OF GREATCOAT— W.A.A.F.

PART III

NOTE.—This form is only to be completed when the airwoman has retained her greatcoat on Release. IT IS TO BE CANCELLED IF THE AIRWOMAN RETURNS HER GREATCOAT TO HER UNIT OR DISPENSAL CENTRE.

To be completed at the Railway Station and extracted on completion.

No. _____ Rank _____ Initials _____ Surname _____

(Block Letters)

The above-named airwoman has handed in her greatcoat to this Station and has received the sum of £1/10/0 in exchange.

Airwoman's Signature
certifying receipt of
£1/10/0

£1/10/0

(b) Where were you stationed?

(c)

(c) What was the precise nature of your duties at the time?

(c)

13. If you suffered from the disability before joining the Forces, give the name and address of any doctor, hospital, etc., from whom you received treatment. Give approximate dates.

14. Have you been treated for the above or any other complaint since release? If so, state nature of complaint and name and address of doctor or hospital with first and last dates of attendance.

Any person knowingly making a false statement will be liable to prosecution.

Signature..... Date

Address to which you desire the result of your claim to be sent

Witness to signature

(Any householder).....

Date.....

Address of Witness

CLAIM FOR DISABILITY PENSION—AIRWOMAN

1. Surname LOGAN. 2. Service No. 2151005.
(Block letters)
3. Christian Names MARGAREY HARPER SCOTT FORREST.
4. Rank LACW.
5. Unit/Group 61. M.U. HANDFORTH.
6. Date of Release 9/10/47.
7. If you are a widow with children now under 16 years of age for whom you received family allowance at any time during your service, give below their full Christian names and dates of birth.

CHILDREN 1.
Date of Birth
2.
Date of Birth
3.
Date of Birth

PARTICULARS OF CLAIM

The following questions should be answered with care. The answers will assist in the enquiries to be made of official records. Incomplete answers may delay the consideration of your claim.

QUESTION	ANSWER
8. What is the disability for which you claim pension?	
If a wound or injury, state when and where received and part of body injured.	
9. Give the names of the hospital or other places at which you received treatment during service for this disability and the dates as nearly as you can.	

IF YOU CLAIM SOLELY IN RESPECT OF A WOUND OR INJURY YOU NEED NOT ANSWER ANY OF THE FOLLOWING QUESTIONS—but the claim form must be signed and dated.

Continued Overleaf

- The person named overleaf who was not on my list immediately before serving in H.M. Forces is accepted as from to-day as a temporary*/permanent* resident.
- The person named overleaf who states that she was on my list immediately before serving in H.M. Forces has to-day applied to me for treatment.

Date

Signature

* Delete where not applicable.

R.A.F. Form 2520/18W
(continued)

PARTICULARS OF CLAIM—AIRWOMAN

(continued)

QUESTION	ANSWER
10. (a) When did you first suffer from the disability?	
(b) If before your war service when did you first notice the effects of war service on it?	
11. State what particular incidents or conditions of service you consider caused or worsened the disability.	
12. (a) With what unit were you then serving?	(a)
(b) Where were you stationed?	(b)
(c) What was the precise nature of your duties at the time?	(c)
13. If you suffered from the disability before joining the Forces, give the name and address of any doctor, hospital, etc., from whom you received treatment. Give approximate dates.	
14. Have you been treated for the above or any other complaint since release? If so, state nature of complaint and name and address of doctor or hospital with first and last dates of attendance.	
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> Any person knowingly making a false statement will be liable to prosecution. </div>	Signature Date Address to which you desire the result of your claim to be sent
Witness to signature (Any householder)	Date
Address of Witness	

Second Signature of applicant
(for record purposes)

(continued)

PARTICULARS OF CLAIM—AIRWOMAN

(continued)

R.A.F. Form 2520/19W

R.A.F. Form 2520/19W

Part II to be completed at Unit.
Part III to be completed at Dispersal Centre.

PART I

Instructions to Released Person.

MEDICAL TREATMENT AFTER LEAVING
DISPERSAL CENTRE

You are now entitled to medical benefit under the National Health Insurance Acts, and a medical card telling you how to get treatment will be sent to you as soon as possible. Medical benefit includes free treatment from an insurance doctor at his surgery, or if your condition requires it, at your home, and free medicine.

If you go back to live in your old district and had an insurance doctor before you joined up you will be restored to his list if he is still in practice himself or by deputy.

If you fall ill before the medical card comes, fill in the application below and hand this book to your previous insurance doctor (or, if absent, his deputy). If you did not have an insurance doctor before you joined up or if you go to live in another part of the country, apply to any insurance doctor. You can see a list of insurance doctors at the local Post Office.

Do not detach the form from the book. The doctor will do this.

Turn over for information about hospital treatment.

Form Med. 50A

PART II to be completed at Unit

Rank LACW Number 2151005
 Initials M.S.F.H. Surname LOGAN
 (Block letters)
 Date of birth 11/4/26 Sex FEMALE If a married woman, state
 maiden name _____

PART III to be completed at Dispersal Centre.
(Dispersal Centre Date Stamp.)

The above-named person departed
 from this Dispersal Centre on _____

PART IV

Available for three months from date of leaving Dispersal Centre

To be completed by released person ONLY if needing medical treatment before a medical card is received.

I have NOT received a medical card since leaving the Dispersal Centre and I hereby apply for a medical card to be issued to me.

Delete as may be necessary { I was on the list of Dr. _____ immediately before I
 was mobilised or called up for service.
 I was not on the list of a doctor in the district where I am now, and I desire to
 be placed on the list of _____

(Insert name of doctor or approved institution.)

My present address is _____

Do you intend to leave this district within three months from the date hereof?

If so, when? _____

(Continued overleaf)

Name of Approved Society* (if any) _____
(If a deposit contributor write "D.C.")

Name of Branch (if any) of Society _____

Membership number _____

(Signature of Released Person)

Date _____

* If you were a member of an Approved Society before you were mobilised or called up for service, or if you joined an Approved Society during service, your membership is still effective.

PART V

HOSPITAL TREATMENT DURING RELEASE LEAVE

If you need hospital treatment before the end of your leave you should show this book to your doctor and if he is of opinion that such treatment is necessary he will advise you as to the steps to be taken to obtain that treatment. You should show this Release Book to the hospital authorities when admitted to or attending hospital for treatment.

For the information of the doctor.

In-patient treatment would normally be given at the nearest service or civil Emergency Medical Scheme hospital where the treatment required can be given. If you are in doubt as to the location of the nearest suitable hospital the Hospital Officer for the district in which the patient resides can give you the required information, and he will also be in a position to advise as to the nearest military or E.M.S. hospital where any massage, X-ray examination or other out-patient treatment can be obtained.

PART VI to be completed by Doctor providing treatment who should also detach the form and send it to the Insurance Committee (in Northern Ireland to the Ministry of Labour, Palace Grounds, Armagh, Northern Ireland), for the area in which the insured person is staying.

* The person named overleaf who was not on my list immediately before serving in H.M. Forces is accepted as from to-day as a temporary*/permanent* resident.

* The person named overleaf who states that she was on my list immediately before serving in H.M. Forces has to-day applied to me for treatment.

Date _____

Signature _____

* Delete where not applicable.

If doctor is to supply drugs he should enter DR here _____	If doctor claims mileage he should enter mileage distance here _____
--	--

FOR ALL AIRWOMEN

Take the utmost care of this book which contains your Certificate of Service. The Certificate cannot be replaced when loss is due to any action or negligence on your part. You should not part with your Certificate of Service, but if you desire to give anyone full particulars of your service make a copy.

WARNING.—You are reminded that the unauthorised communication by you to any person at any time of any information you may have acquired while in H.M. Service which might be useful to an enemy renders you liable to prosecution under Official Secrets Acts 1911 and 1920.

In case of death, next-of-kin are requested immediately to inform A.O. if: Records (K Division), Gloucester.

Name of Approved Society* (if any) _____
(If a deposit contributor write "D.C.")

Name of Branch (if any) of Society _____

Membership number _____

(Signature of Released Person)

Date _____

* If you were a member of an Approved Society before you were mobilised or called up for service, or if you joined an Approved Society during service, your membership is still effective.

PART V

HOSPITAL TREATMENT DURING RELEASE LEAVE

If you need hospital treatment before the end of your leave you should show this book to your doctor and if he is of opinion that such treatment is necessary he will advise you as to the steps to be taken to obtain that treatment. You should show this Release Book to the hospital authorities when admitted to or attending hospital for treatment.

Initials M.S.F.H. Surname LOGAN.
(IN BLOCK LETTERS)

Insert
Full
Postal
Address
in
Block
Capital

(POST TOWN)
COUNTY

Signature _____

RECEIPTS FOR ENCASHMENT OF POSTAL DRAFTS

Notice to AIRWOMAN

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.

Clothing
Allowance
£12 10s. 0d.

M Logan

Under Signature of Airwoman.

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ON HIS MAJESTY'S SERVICE



Air Officer i/c Records,

K. Division,

Royal Air Force,

Gloucester.

AIR MINISTRY.