(Unit Letterhead)

(Office Symbol/Unit) (date)

MEMORANDUM FOR Commander, 56th Troop Command, Camp Fogarty, 2841 South County Trail, East Greenwich, Rhode Island 02818-1728

SUBJECT: Static-Line Training Certification and Jump Currency Status

1. I authorize the individuals listed in this memorandum to participate in the Leapfest Military Parachute Competition in Rhode Island in August 2020.

2. All the following personnel meet the criteria outlined in the RI Army National Guard – Memorandum of Instruction (MOI), dated 18 February 2020. I have verified that all personnel are on an active military status, are authorized to conduct parachute operations, and have each performed a minimum of 10 static-line parachute jumps.

Last Name First Name Rank

1.

2.

3.

4

5.

3. The point of contact for this memorandum is (Unit Rep), at Phone Number XXX-XXX-XXXX, DSN XXX-XXXX, or (e-mail address).

NAME

(rank), (branch of service/country)

(position)