UNIT LETTERHEAD

Date:

: IF SUPERVISOR/COMMANDER is the SAME use this version:

MEMORANDUM FOR ARPC/DPAAG

FROM: **Unit/Office Symbol** of Mbr's Current Supervisor (or Commander if supervisor/commander is the same)

SUBJECT: Endorsement of Rank Full Name for AFR AGR Assignment

I am aware of RANK FULL NAME's intent to apply for an AF Reserve Active Guard Reserve Assignment. I agree to release member from current assignment in the event they are selected. I certify the individual has/has not misused or is/is not delinquent in their government travel card responsibilities. I also certify the member does/does not meet Air Force fitness standards, does/does not meet quality force standards and does/does not present a professional military image. If member is selected, this organization will ensure member is properly out-processed.

Last fitness score//date:

_____
FULL Signature Block of Current Commander or Digital Signature

Date:

: IF SUPERVISOR and COMMANDER are separate individuals use this version:

MEMORANDUM FOR **Unit/Office Symbol** of Mbr's Current Commander

FROM: **Unit/Office Symbol** of Mbr's Supervisor

SUBJECT: Endorsement of Rank Full Name for AFR AGR Assignment

I am aware of RANK FULL NAME's intent to apply for an AF Reserve Active Guard Reserve Assignment. I agree to release member from current assignment in the event they are selected. I certify the individual has/has not misused or is/is not delinquent in their government travel card responsibilities. I also certify the member does/does not meet Air Force fitness standards, does/does not meet quality force standards and does/does not present a professional military image. If member is selected, this organization will ensure member is properly out-processed.

Last fitness score//date:

_____
FULL Signature Block of Current Supervisor or Digital Signature

1st Ind, **Unit/Office Symbol** of Current Commander Member Assigned To

MEMORANDUM FOR ARPC/DPAAG

I am aware of RANK FULL NAME's intent to apply for an AF Reserve Active Guard Reserve Assignment If member is selected, this organization will ensure member is properly out-processed.

_____
FULL Signature Block of Current Commander or Digital Signature