

RETIREMENT CEREMONY SELECTION

For use of this form see USARAK Pamphlet 600-4; the proponent agency is the Retirement Services Office.

USARAK retirement ceremonies are conducted at Fort Wainwright and JBER-Richardson on a quarterly/monthly basis. If you choose to participate, you will be scheduled for the ceremony closest to your date of final out processing unless you select an alternate location.

We appreciate the opportunity to say "thank you" for your dedication and service to our country.

PLEASE INDICATE YOUR CHOICE BELOW:

I wish to participate in the quarterly/monthly USARAK Retirement Ceremony. I understand I will be contacted by the Retirement Services Officer (RSO) and/or the Military Personnel Office (MPO) notifying me of the date of my ceremony. I understand I need to provide the RSO with my biography no later than 20 days prior to the ceremony and that the uniform for the ceremony is Class A.

I request a unit ceremony. Unit will be notified of this choice by RSO. I will coordinate this ceremony with my unit.

I wish to participate at a different Military Installation.

Military Installation selected: _____ (i.e. Fort Campbell)

SIGNATURE:

DATE:

PRINTED NAME AND RANK:

DUTY PHONE/EMAIL:

UNIT:

START DATE OF PTDY/TRANSITION LEAVE:

UNIT COMMANDER OR FIRST SERGEANT SIGNATURE:

DATE:

UNIT COMMANDER OR FIRST SERGEANT PRINTED NAME/EMAIL: