



DEPARTMENT OF THE ARMY
JOINT FORCE HEADQUARTERS, LAND COMPONENT
1000 HALSEY AVENUE SE, BLDG 447
MARIETTA GA 30060-4277

NGGA-XXX

8 October 2019

MEMORANDUM FOR RECORD

SUBJECT: Verification of Supply Clearance: **Rank, Last Name, First Name**

1. The above Soldier requested to be transferred to **State** Army National Guard. The Soldier has turned in all assigned equipment and has been cleared of supply.
2. For more information contact the undersigned at **email** and **phone**.

First name, Last name
RANK, GA ARNG
Readiness NCO