

Hardship Waiver Request

(Date)

MEMORANDUM FOR:

**JFHQ, G1-EPB
Attn: EPM Section
1000 Halsey Ave., Bldg. 447
Marietta, Georgia 30060**

SUBJECT: HARDSHIP WAIVER REQUEST

I have received promotion and transfer orders to the following unit/position and wish to decline the promotion and transfer.

ORDER # _____ GAINING UNIT _____

Para/Lin: ____ / ____ MOS: _____

Soldiers may request a hardship waiver by submitting a waiver request form and memo explaining their hardship, through their command channels to the G-1, NLT 15 days after the promotion date. Once approved, the Soldier will be removed from the EPS list and will not be reinstated on the list until the next scheduled annual promotion board.

Signed by Soldier

(Print Name/Rank/of Soldier)

**Encl
Memo
DA 4187**