

## Statement of Service Request

<b>TO:</b> NAVY AND MARINE CORPS APPELLATE LEAVE ACTIVITY	<b>ADDRESS</b> 1325 10th St. SE, Bldg 196, Suite 303 Washington Navy Yard, DC 20374-5071
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Write legibly as the information listed below will be used to create your statement of service.

<b>LAST NAME - FIRST NAME - MIDDLE INITIAL</b> <i>(Printed or typed)</i>	<b>SOCIAL SECURITY NUMBER</b> <i>(Last 4 Digits)</i>	<b>GRADE/RANK</b>
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<b>DEPARTMENT OF MILITARY SERVICE</b>	<b>TELEPHONE NUMBER/EMAIL ADDRESS</b>
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**Address**

**AUTHENTICATING INFORMATION**

<b>MEPS STATION OR PLACE OF ENTRY</b>	<b>DATE OF BIRTH</b> <i>(MM/DD/YYYY)</i>
<b>PREVIOUS COMMAND</b>	<b>SIGNATURE</b>
	<b>DATE</b> <i>(MM/DD/YYYY)</i>

**RECEIPT FOR (TO BE FILLED OUT BY NAMALA STAFF)**

<b>RECEIPT OF THE ABOVE REQUEST IS ACKNOWLEDGED</b>	<b>DATE</b> <i>(MM/DD/YYYY)</i>	<b>TIME</b>
<b>NAME, GRADE/RANK</b> <i>(Printed or typed)</i>	<b>SIGNATURE</b>	

<b>REMARKS</b>	<b>Date Mailed</b> <i>(MM/DD/YYYY)</i>
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