

Date

MEMORANDUM FOR Commander, U.S. Army Garrison Rheinland-Pfalz, ATTN:
Private Organization Liaison, Unit 23152, APO AE 09067-3152

FROM: ORGANIZATION NAME

SUBJECT: Request for Private Organization (PO) Revalidation in USAG RP

1. The ORGANIZATION NAME requests revalidation to operate as a private organization within the USAG Rheinland-Pfalz. The required documentation is enclosed, as follows:

- a. Signed PO Consolidated Checklist
- b. Signed FMWR Briefing Memo
- c. Current Constitution and By-Laws (Passed by members, signed and dated)
- d. Current List of Officers including email, home or cell and work number
- e. List of Members w/SOFA status
- f. Current Proof of Insurance
- g. Copy of most recent Audit
- h. Last Quarter Financial and Bank statements
- i. Last Quarter meeting minutes

2. The ORGANIZATION NAME is aware of AR 210-22 and AER 210-22. The ORGANIZATION NAME will neither propagate extremist activities nor advocate violence against others or the violent overthrow of the Government. The ORGANIZATION NAME activities will not seek to deprive individuals of their civil rights. The ORGANIZATION NAME is aware of the USAREUR policy on equal opportunity and will adhere to and enforce these policies.

Signature

Name (Printed)

Title

Organization Name