



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON RHEINLAND-PFALZ  
UNIT 23152  
APO AE 09067-3152

**IRAP Appendix C (Sponsorship Appointment Letter)**

IMRP-XXX

MEMORANDUM FOR United States Army Garrison Rheinland-Pfalz Personnel

SUBJECT: USAG RP Total Army Sponsorship during Pandemic Event Response  
Sponsorship Appointment Letter

1. Reference:

- a. AR 600-8, Total Army Sponsorship, dtd. 28 June 2019
- b. AER 612-1, Community Central In and Outprocessing, dtd. 20 January 2016
- c. General Order Number 1 (GO-1), dtd. 23 March 2020

2. IAW AR 600-8 the \_\_\_\_\_ has appointed \_\_\_\_\_ to be the official sponsor of the following Soldier/Service Member and their Family

NAME: *Name of the individual to be sponsored.*

OFFICIAL ADDRESS: *Official address of the individual to be sponsored.*

EMAIL ADDRESS: Official email address of the individual to be sponsored.

PHONE: Phone number of individual to be sponsored.

3. You should make initial contact with the above employee by telephone or e-mail within the next 72 hours.

4. You will attend sponsor training at *location on date at time*. This training will include training specific to sponsorship during a Pandemic Event.

4. Refer to the attached enclosures for further guidance and information.

5. The points of contact for this action are Task Force 5 (TF5) DSN 541-XXXX, and the ACS Relocation Readiness Program Manager 541-9000.

SIGNATURE BLOCK

ENCL

IRAP

IRAP Appendix A

IRAP Appendix B

IRAP Appendix C

IRAP Appendix D

IRAP Appendix E