

**Branch of Service Letterhead**

Code/Serial #  
Date

From: Commanding Officer, Name of Command  
To: National Executive Director, Young Marines

Subj: STATEMENT OF SERVICE

1. The following is a statement of service in the case of (Rank, Applicants full name) who is currently serving in the (which United States Armed Forces).

FULL NAME:

DATE OF BIRTH:

RATE / RANK:

DATE JOINED PRESENT UNIT:

Current Tour:

DATE FROM	DATE TO	TYPE OF SERVICE	BRANCH OF SERVICE
YYYY/MM/DD	YYYY/MM/DD	ACTIVE/RESERVE	(ARMED FORCES)

2. (Applicants Full Name) has been a part of (Name of Command/Unit, Street Address, Suite, city, State, ZIP Code) as described above. The above information is correct and true as verified through member's service record maintained by this command.

NAME OF SIGNER  
By direction