



Soldier Statement Template

NOTE:

- A separate MFR must be completed for each incident date listing the charge(s) / offense(s)
- If the incidents did not happen on the same day a separate memo needs to be completed



DEPARTMENT OF THE ARMY
UNIT LETTER HEAD

NG

6 April 2018

MEMORANDUM FOR RECORD

SUBJECT: Request for Civil Conviction Waiver

1. Request a waiver of the following offense(s): Driving under the Influence
2. Date of offense and location: 19 May 2007, in Omaha, NE.
3. Punishment imposed: Received a fine \$400, Probation of 6 months, Impound License term 60 days, Alcohol/Drug Education Class.
4. Mitigating circumstances surrounding the charge: What happened?
5. Accepting responsibility for your actions: (ie. Community service, service to country, mentoring soldiers).
6. Lessons learned and how you now contribute to your community and military service. (ie. Community service, service to country, mentoring soldiers). If granted this wavier I know that my years of experience in the National Guard and as an Non-Commission Officer will serve the Warrant Officer Corps well.

FNAME MI LNAME
SSG, NEARNG

NOTE: A separate MFR must be completed for each incident date listing the charge(s)/offense(s) on the memorandum.

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