



DEPARTMENT OF THE ARMY
YOUR LETTERHEAD

Your Unit Office Symbol

Date

MEMORANDUM THRU:

Commander, 3d Cavalry Regiment, Fort Cavazos, Texas 76544

MEMORANDUM FOR Director, Public Works AMIM-HDP, US Army Garrison, Fort Cavazos TX 76544

SUBJECT: Request for Exception to Policy to reside off post and receive Basic Allowance for Housing without Dependent Rate for (54 Soldiers)

1. The attached Mass CNAs renewal spreadsheet contains the list of Soldiers from 3rd Cavalry Regiment that require CNA renewals for FY23. 3d Cavalry Regiment requests each SM to be issued a renewal certificate of non-availability for one year.
2. Brigade Commanders Initial verifying the Soldier is NOT High Risk _____.
3. This ETP request if approved, will be effective (1 February 2023)
4. The point of contact for this action is (POC) at (Military email address and Phone Number).

Recommend

__ Approve ____ Disapprove

(Brigade Commander)
COL, AV
Commanding

[illegible]