UNIT SYMBOL X Month 2024

MEMORANDUM THRU [name of FLO], Financial Liability Officer (FLO)

FOR Approving Authority [insert approving authority per FLOs findings and recommendations]

SUBJECT: Rebuttal, Financial Liability, Investigation of Property Loss ([FLIPL number], $[amount]) [rank, name]

1. In accordance with Army Regulation (AR) 735-5, para. 11-9(b), I submit this rebuttal response to the recommendation for financial liability against me in the amount of $xxxx. I respectfully request that liability not be assessed against me.
2. Elements: In accordance with AR 735-5, before assessing liability under a Financial Liability Investigation for Property Loss (FLIPL), the Government must show four elements: loss, responsibility, culpability, and proximate cause. I dispute \_\_\_\_\_\_\_\_\_ elements. The facts do not show that \_\_\_\_\_\_. An absence of any single element negates liability. Thus, I respectfully request I am not held liable.
3. Facts: [PLEASE INCLUDE A DETAILED TIMELINE ABOUT WHAT HAPPENED. INCLUDE ANY FACT THAT YOU THINK MAY BE RELEVANT FOR THE ATTORNEY TO SEE. FOR EXAMPLE: YOUR TRAINING, YOUR EXPERIENCE, ETC.]
4. Loss:
5. Culpability:
6. Negligence: Negligence requires more than merely making a mistake. Negligence requires falling below the standard of care required by the circumstances, based on the standard of actions of a reasonable person in the same or similar circumstances. My actions did not fall below the standard of care because [insert facts].

7. Proximate Cause: Per AR 735-5, paragraph 6-6e, proximate cause requires the person’s act or omission be in a natural and continuous sequence of events causing the loss, unbroken by a new cause. The result must also reasonably foreseeable.

8. Conclusion:

9. Thank you for your time and consideration. The point of contact for this memorandum is the undersigned at [phone number] or [email address].

X Encls NAME

1. Findings and Recommendations RANK, BRANCH

Memorandum Title