OFFICE SYMBOL (600-20f)

MEMORANDUM THRU

BATTALION-LEVEL COMMADER

BRIGADE-LEVEL COMMANDER

SUBJECT: Request for Religious Accommodation for Exemption from Immunizations – Rank (if applicable) Name, Unit (if applicable)

1. [Requestor’s name] has requested a religious accommodations exemption from immunizations. The Soldier has been counseled by [his or her] [include personal religious leaders, military chaplain, military physician, commander, etc. (if applicable)] for a religious accommodation exemption from immunizations.

2. During counseling, [Requestor’s name] and I discussed the potential impacts of this course of action. [Requestor’s name] understands that noncompliance with immunization requirements may adversely impact deployability, assignment, or international travel, and that the exemption may be revoked under imminent risk conditions.

3. The point of contact for this memorandum is the undersigned at xxx-xxx-xxxx or xxx.xx.mil@mail.mil.

Encls JOHN D. DOE

as RANk, BR

Position