1420

Date

From: AZC(AW) John P. Jones, [USN/USNR-FTS/USNR-R], [FULL SSN]

To: Commander, Navy Personnel Command (Pers-803)

Via: Commanding Officer, [YOUR COMMAND]

Subj: ADDENDUM TO APPLICATION FOR CONSIDERATION UNDER THE FY-XX LIMITED DUTY OFFICER AND/OR CHIEF WARRANT OFFICER PROGRAM(S)

Ref: (a) OPNAVINST 1420.2

(b) My application of [APPLICATION DATE]

Encl: (1) [DOCUMENT] of [DOCUMENT DATE]

(2) [DOCUMENT] of [DOCUMENT DATE]

1. Per reference (a), I request that enclosure (1) [OR enclosures (1) through (\_)]

be included in my application for [Limited Duty Officer OR [Chief Warrant Officer].

2. My requested designator(s) are XXXX and XXXX.

[INK SIGNATURE]

JOHN P. JONES

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1420

Code/Serial

Date

FIRST ENDORSEMENT

From: Commanding Officer, [YOUR COMMAND]

To: Commander, Navy Personnel Command (Pers-803)

1. Forwarded, certifying the information contained in this addendum letter has been verified with the member's service record and is correct.

[INK SIGNATURE]

[COMMANDING OFFICER

OR Acting]

Copy to: AZC(AW) Jones