

CASCOM

SGS MILITARY AWARDS CHECKLIST

NAME OF AWARD RECIPIENT: _____

TYPE OF AWARD: AAM ARCOM MSM LM DSM OTHER: _____

PRESENTATION DATE: _____

LIST **ALL** PREVIOUS AWARDS RECEIVED BY SM WHILE ASSIGNED AT FORT LEE: _____

CLERK NAME/ORGANIZATION: _____

DATE: _____

DA FORM 638

APFT (WITHIN 6 MONTHS)

PROFILE (IF APPLICABLE)

DA FORM 5500/5501 (WITHIN 6 MONTHS) (IF APPLICABLE)

LETTER OF LATENESS/BOARD BYPASS MEMO (IF APPLICABLE)

ORDERS (RETIREMENT)

SRB/ORB (WITHIN 30 DAYS OF SUBMISSION)

COPY OF ALL PREVIOUS AWARD CERTIFICATES RECEIVED WHILE ASSIGNED TO FORT LEE (IF APPLICABLE)