

IMHM-ZA 21 December 2022

MEMORANDUM FOR RECORD

SUBJECT: Letter of Release for USAG Humphreys BOSS Madness.

1. The USAG Humphreys BOSS Program will be hosting a basketball tournament on 17 March at the Collier Fitness Center (BLDG #1949) as the March Inclusion Cup Event. Brigade teams of 2 males, 2 females, and 2 KATUSAs will compete in a bracket style tournament to see who has the best team.

2. Participants are to be allowed adequate time to arrive, therefore a letter of release authorizing Soldiers’ early departure from their duties is required before they can sign up for the event.

3. Schedule for USAG Humphreys BOSS Madness is as follows:

**17 March**:

Team Sign-In 1100-1130

Event 1300-UTC

4. The following Soldier has agreed to participate:

(RANK / NAME / BRIGADE)

(EMAIL / PHONE NUMBER / MALE / FEMALE / KATUSA)

5. Soldiers are to be allotted at least one hour prior to the start of the event venue setup to be able to change into appropriate attire, as well as to report to the event within an adequate time.

6. Signature of this form constitutes participation of said Soldier for the USAG Humphreys BOSS Madness tournament, and grants said Soldier the time specified to participate.

7. Upon submission of memorandum, the Soldier’s place of duty will be the specified location and time of the event.

8. Primary POC for this event is BOSS President SPC Holmes, Ian J. at DSN: 757-1647 and ian.j.holmes.mil@army.mil.

FOR THE COMMANDER:

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CPT, USA 1SG, USA

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(SIGNATURE) (SIGNATURE)

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(Unit Contact & Phone Number) (First line email)