

NOTICE

Use: For notification of pending personnel administrative actions relating to membership in the New York Naval Militia. Unless a response is received by the recipient within 90 days of this NOTICE, the actions will become final.

1. ADMINISTRATIVE INFORMATION

1a. Last Name	1b. First Name	1c. MI	1d. Rank/Rate
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2. ADMINISTRATIVE ACTION:

The following personnel administrative actions are pending in your case:

- DISCHARGE from the New York Naval Militia as a result of:
 - Separation from a federal reserve component.
Note: Members of the United States Navy, Marine Corps, or Coast Guard Reserve, who are subsequently separated due to discharge or retirement, are automatically separated from the New York Naval Militia. Personnel desiring continued membership in the New York Naval Militia must submit a new application or nomination.
 - No longer a satisfactory drilling Reservist with the following unit: _____.
 - Administrative Separation action due to: _____.
 - Not meeting residency requirements.
 - Loss of contact.
- TRANSFER to the State Reserve List as a result of:
 - Not meeting physical eligibility requirements.
 - OTHER: _____.
- OTHER administrative action _____, as a result of:

3. ACTIONS REQUIRED ON YOUR PART:

The actions above will become permanent 90 days from the date of this notice, unless documentation is provided to Headquarters, New York Naval Militia to demonstrate that the pending action is incorrect. Forward documentation to:

*New York Naval Militia
330 Old Niskayuna Road
Latham, New York 12110*

Or by fax: (518) 786-4427

For additional information, contact (518) 786-4583.

2b. Signature of New York Naval Militia Representative	2c. Date (DD MMM YY)
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