

Privacy Statement

Authority: Title 10, US Code, Section 3012

Purpose: To attain all required information so records can be established for separation processing.

Routine Use: To ensure military records are established for separating Soldiers. To provide information needed for out-processing.

Disclosure: Voluntary

SEPARATION INQUIRY FORM

NAME: _____

RANK/COMPONENT: _____

UNIT: _____

EMAIL: _____

WORK PHONE#: _____

CELL PHONE#: _____

ADDRESSES

CURRENT ADDRESS: _____

HOME OF RECORD ADDRESS: _____

SEPARATION ADDRESS: _____

REMARKS:

CITY AND STATE ENTERED ACTIVE DUTY: _____

NEXT OF KIN NAME AND COMPLETE ADDRESS w/PHONE NUMBER:
