Date: 29 March 2022

From: MOC Supreme Hide Gimlet / Junior Vice Commander FName M.I. LName

(Officer Title / Position; First Name, M.I. Last Name)

To: MOC Supreme Seam Squirrel / Commander FName M.I. LName

(Officer Title / Position; First Name M.I. Last Name)

Subj: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Body Starts here.

LOTCS

Signature

FName M.I. LName

Supreme Hide Gimlet /

Supreme Junior Vice Commander

Cootie #??? PT-? of ???