

MEMORANDUM

To: National Commissioner

Subject: *Retirement Letter* - _____
(member's full name)

Ref.: _____ of _____

1. In accordance with StJCI 2-6-1, this is to advise that
_____ has/will resign(ed)/retire(d) from the Brigade on
_____. Enrolment Date: _____
Years of Service: _____ Years Efficient: _____

2. Ranks/Appointments held: _____

Achievements/Awards: _____

3. It is requested that a letter of appreciation from the National Commissioner be sent to
Current address please: _____ Address where letter will be sent: _____

Provincial/Territorial Commissioner