



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY

(Unit of Assignment)
FORT BENNING, GEORGIA 31905

[DATE]

[Landlord]
[Landlord Address 1]
[Landlord Address 2]

Dear Sir or Ma'am:

The purpose of this letter is to provide notice that I have ordered [Rank] [First Name] [Last Name] to move into on-post housing at Fort Benning, Georgia. I issued this order pursuant to military authority as [Rank] [Last Name]'s commanding officer. Accordingly, this letter satisfies the verification requirements of the Georgia Code, which reads as follows: "[t]he notice to the landlord pursuant to subsection (b) of this Code section shall be accompanied by either a copy of the official military orders or a written verification signed by the service member's commanding officer." Ga. Code Ann. § 44-7-22(c).

The point of contact for this action is the undersigned by telephone at _____
or by email at _____@us.army.mil.

Sincerely,

SIGNATURE BLOCK