



DEPARTMENT OF THE ARMY
YOUR UNIT INFORMATION
STREET ADDRESS
POST, STATE, ZIP CODE

OFFICE SYMBOL

21 October 2016

MEMORANDUM FOR The Airborne and Ranger Training Brigade

SUBJECT: [INSERT UNIT] Competitors for the 34th Annual David E. Grange Jr. Best Ranger Competition

1. The Soldiers listed below have been assessed and selected by the Commander to represent the [INSERT UNIT] in the 34th Annual David E. Grange Jr. Best Ranger Competition:

a. Team 1

(1) RANK Last name, first name (SSN)

(2) RANK Last name, first name (SSN)

b. Team 2

(1) RANK Last name, first name (SSN)

(2) RANK Last name, first name (SSN)

2. The Soldier listed above have successfully complete a unit physical fitness assessment that included the following events:

a. Ranger Physical Assessment

(1) 49 push-ups in 2 minutes

(2) 59 sit-ups in 2 minutes

(3) 5 mile run in 40 minutes

(4) 6 pull-ups

b. 12 mile foot march in 3 hours with a minimum of 35lb rucksack, not including water weight.

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c. Combat water survival assessment consisting of a 15 meter swim in ACUs and boots.

3. The POC for this memorandum is the [INSERT DIV G3 (or BDE S3 if the unit is a separate BDE) POC information].

NAME
RANK, Branch
Position