

DEPARTMENT OF THE ARMY
Headquarters, 198th Infantry Brigade
5241 23rd Infantry Regiment Street
Fort Benning, Georgia 31905-5921



Dear Family and Loved Ones,

25 September 2009

The holidays are quickly approaching and we want to ensure that your Soldier has every opportunity to spend them with you. All eligible Soldiers will have the opportunity to take leave from 18 December 2009 through 4 January 2010. Your Soldier will need to decide to travel by air, bus, or with family members in privately owned vehicles (POVs) to and from Fort Benning. Once your Soldier decides, his cadre will assist him in coordinating bus or airline tickets. Please do NOT purchase a bus ticket for your Soldier. Your Soldier should purchase his own ticket because of additional coordination requirements with some bus lines. His cadre can assist him in this process.

Family members may purchase airline tickets for their Soldiers. All Soldiers will fly out of the Atlanta Hartsfield-Jackson International Airport. Please do NOT purchase an airline ticket for your Soldier that has him scheduled to depart prior to 0700 on 18 December 2009. This will help us to ensure that your Soldier makes his flight. I highly recommend that families purchase refundable or transferable tickets for your Soldier in case his eligibility for leave changes.

Family members who choose to pick their Soldier up will be able to do so at their Soldier's unit beginning at 0700 on 18 December 2009. I have enclosed a map of Sand Hill that will assist you in finding your way to your Soldier's unit. Family members who have a Soldier graduating on or before 18 December 2009 should follow the instructions provided in the Company Commander's letter that will be mailed to you shortly.

Finally, if you choose to pick your Soldier up, Fort Benning requires a picture ID for each adult accompanying you, and proof of insurance and a copy of your vehicle registration to enter the post. You and your vehicle are subject to random inspections for any type of contraband. Traffic flow is restricted at these checkpoints. Please allow at least 1 hour before each day's events to get onto Sand Hill. Once you enter Sand Hill, you will find Soldiers with signs that will direct you to the Battalion Area or answer any questions.

Please check on the progress of your Soldier by phone or letter. Receipt of this letter does not ensure that your Soldier has met all of the requirements to go on leave.

We are very excited and look forward to allowing your Soldier to spend some time with you this holiday season. Please do not hesitate to contact me at (706) 544-8216 or Major Kevin Butler, my Brigade Operations Officer at (706) 544-9617 if we can be of further assistance.