

Affidavit of Service by Mail

State of Hawaii

County of Honolulu

_____, being duly sworn, deposes and says: I am the
NAME OF INDIVIDUAL WHO MAILED NOTIFICATION
_____ of _____ and on
JOB TITLE UNIT NAME
_____ I mailed a notification dated _____,
DATE DATE
SUBJECT: Notification of Separation Proceedings under AR 135-178, Chapter 12,
Unsatisfactory Participation.

A true copy of which is attached hereto, via certified mail, restricted delivery, return
receipt requested to _____
NAME OF SOLDIER
at _____
ADDRESS OF SOLDIER
that being the last known address given to the _____
UNIT OF ASSIGNMENT
as the one at which official mail would be received by or forwarded to _____, by
HIM/HER
depositing the same in an official depository of the U.S. Postal Service at
_____ in a securely wrapped and sealed U.S. postage-
LOCATION OF POSTAL FACILITY
and-fees-prepaid envelope addressed to _____ at said address.
HIM/HER

SIGNATURE AND RANK OF AFFIANT

Sworn and subscribed before me this _____.
DATE

SIGNATURE AND RANK OF OFFICER ADMINISTERING OATH

Attachment
Copy of Notification