

CONDITIONAL RELEASE CHECKLIST

HIARNG officer requests to separate from the HIARNG via a conditional release to another component of the Army or another Branch of Service, MSC S1s and Separate Unit HR Agents will submit a packet to G1. All documents are required. Incomplete packets will be returned to the unit and the unit must resubmit the complete packet.

NAME (LAST, FIRST, MI): _____

UIC and Unit: _____ Rank: _____

Service Member's Request Memorandum for HIARNG Commander, thru their chain of command. The request will state the specific reason for the conditional release.

DD Form 368 Conditional Release from the gaining organization with their recruitment POC's information and the HIARNG Commander as the Authorizing Official.

DA Form 4856 from immediate commander showing the Service Member acknowledges:

-If they have a bonus, it may be either Suspended, Terminated, and/or recouped.

-If they have the Montgomery GI Bill, it may be terminated.

-If they have a Military Service Obligation their request maybe be denied.

DA Form 4856 Retention Counseling from HIARNG Officer Strength Manager.

Officer Record Brief.

DA Form 71.

The Service Member has a remaining service obligation of _____ months remaining IAW AR 135-91, Table 2-1.