



DEPARTMENT OF THE ARMY

ADDRESS
ADDRESS
ADDRESS

OFFICE SYMBOL

MEMORANDUM FOR U.S. Army Garrison, Hawaii, Directorate of Family and Morale, Welfare and Recreation (DFMWR), 350 Eastman Road, Bldg 547, WAAF, Schofield Barracks, HI 96857

SUBJECT: Request of Unit Fund thru FMWR

1. The following UIC or UIC's are attached UNIT NAME is requesting the use of FMWR Unit Funds for NAME OF EVENT:

Unit Name:	UIC:
XXX-XXX	XXXXXX

2. Event Details.

- a. Date of Event:
 - b. Location: For Event
 - c. Intended use of fund:
 - d. Detailed list of items/service requested:
- Total amount requested: \$

3. Point of contact for this memorandum is NAME at PHONE NUMBER or EMAIL.

NAME
XXX
XXX