May 16, 2022

Via Electronic Mail

Office of the Judge Advocate General

1254 Charles Morris Street SE, Suite B-01

Washington Navy Yard, DC 20374-5124

E-mail address: FOIAMILJUS@navy.mil

Re: Request Under Freedom of Information Act

To Whom It May Concern:

 I represent Client’s Name (DOB 01/01/1901) and under the provisions of the Freedom of Information Act, 5 U.S.C. § 552, and the Privacy Act, 5 U.S.C. § 552a., I request a complete, non-redacted copy of Client’s Name’s court-martial transcript.

 My client’s funds are limited, and as such we ask you waive any reproduction and mailing fees. If that is not possible, please contact me before you produce the requested documents.

Veteran’s Name:

SSN:

Type of Court-Martial:

Place of Court-Martial:

Date of Court-Marital:

Type of Discharge:

 The Freedom of Information Act mandates interim or final compliance with this request within 20 working days after receipt. I have attached a copy of my Client’s DD214 to help expedite the process as well as a signed attorney appointment and authorization. Please send the requested information to the address (physical or digital) listed in the signature block. If you require additional information to process this request, please let me know as soon as possible.

Respectfully,

Attorney’s Name (Tex. Bar #24126446)

San Antonio Legal Services Association

P.O. Box 12404

San Antonio, TX 78212

P:

Email:

Attorney for Client’s Name