

CERTIFYING OFFICER'S
TRANSMITTAL LETTER
NUMBER _____

DISBURSING OFFICER'S TRANSMITTAL
NUMBER _____

(Disbursing symbol) (Class of allotment) (Letter No.)

TO: _____
(Central allotment office)

(Mailing address)

THROUGH DISBURSING OFFICER
AT STATION _____
(Name of station or APO)

(Mailing address)

Transmitted herewith are forms requesting action only on class ____ allotments of pay of the following {enlisted} personnel in this command:

- | <i>Army serial number</i> | <i>Name</i> |
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Certifying officer preparing
Transmittal letter

(Signature)

(Grade, and arm or service)

APO _____
(Name and address of organization
originating transmittal)

Disbursing officer's certificate:

I have examined the forms forwarded herewith
without reference to pay rolls and other records, and
have found them to be complete, correctly executed,
and suitable for processing.

Signature _____