

DD MMM YY

From: LT John P. Jones, USN, "DOD ID Number"/131X
To: Commander, Training Air Wing (NUMERAL) (N00R)
Commander, Training Air Wing (NUMERAL) (N00R)

Subj: APPLICATION FOR CNATRA AVIATOR SELECTION BOARD CONVENING
DD MON YYYY

Ref: (a) CNATRAINST 3740.8M
(b) DOD 5500.7R
(c) BUPERSINST 1001.39F

Encl: (1) Copy of Cover/OSR/PSR (PDF format for online PSR) or
Master Brief Sheet for USMC
(2) Copies of annual fitness reports covering last five
years
(3) Flight Surgeon Memo (or Current Naval Medical
Clearance)
(4) Current full length official Officer Photograph on
form NAVPERS 1070/884 IAW MILPERSMAN 1070-180
(5) Resignation request and command endorsement (active
duty applicants only)
(6) Letter of Recommendation (optional)
(7) Other concerns as required/requested/available...

1. Per reference (a), I respectfully request consideration for selection for the CNATRA SELRES Flight Instructor program. This application with enclosures (1) through (numerical last) is forwarded for consideration.

2. The following information is submitted:

a. Order of preference for TRAWING and Type/Model aircraft:

(1) TRAWING TWRC (NUMERAL), T-##X

(2) TRAWING TWRC (NUMERAL), T-##Y

b. Personal information:

(1) Primary contact phone: (999) 999-9999

(2) E-mail address: email@email.com

c. Summary of civilian job activity:

d. Military information:

(1) YG/DOR: YY/MMDDYY

(2) Date capable to affiliate:

(3) Summary of military: See enclosure (1).

(4) Summary of any flight mishaps, accidents, and/or violations (Military or civilian): None. (If any, member must include copy of logbook entries as an enclosure to this application)

3. I have reviewed section 10 of reference (a), reference (b) sections 5-408, 2-303, 5-404d, 1-416; and reference (c) section 1010, and do not have any conflicts of interest that would affect my performance as a SELRES (or state the conflict of interest and how you wish to mitigate the conflict).

4. I expect to be able to contribute xx days per month to my CNATRA reserve unit.

5. In the past 10 years, I have not received a felony conviction, a felony or misdemeanor conviction for the use, possession, distribution, or sale of narcotics, or a felony or misdemeanor conviction for driving under the influence of alcohol or narcotics.

6. I fully expect to pass a background investigation to determine security clearance eligibility IAW reference (s).

7. Any additional information or comments (where you will live, job, qualifications, why you want this billet, mitigating factors, etc).

(Signature)
FIRST M. SURNAME