

UNIT LETTERHEAD

5800
[Office Code]
[DATE]

From: Military Justice Officer / Senior Trial Counsel, [UNIT & BASE]
To: Docketing Judge, Eastern Judicial Circuit, MCB, Camp Lejeune, NC

Subj: PROPOSED DOCKET / DOCKETING REQUESTS FOR WEEK OF [DATES]

Encl: (1) [List the number of] PTIRS

1. [This office has no requests for military judges to preside over courts-martial for the subject week.] or [This office respectfully requests a military judge be assigned to preside over courts-martial or Article 39(a) sessions on the following dates and times:]

NAME TIME TC / DC UNIT SESSION CTRM DUR

MONDAY, (DAY, MONTH) 20XX

**RANK, LAST, INITIALS	XX	First 3 of last name	ABBREVIATION	SPCM/GC M G/NG/EM	Site	Length
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TUESDAY, (DAY, MONTH) 20XX

◆RANK, LAST, INITIALS	XX	First 3 of last name	ABBREVIATION	SPCM/GCM G/NG /OM	Site	Length
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WEDNESDAY, (DAY, MONTH) 20XX

RANK, LAST, INITIALS	XX	First 3 of last name	ABBREVIATION	SPCM/GC M G/NG /JA	Site	Length
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THURSDAY, (DAY, MONTH) 20XX

RANK, LAST, INITIALS	XX	First 3 of last name	ABBREVIATION	39a (Arg)*	Site	Length
RANKLAST, INITIALS	XX	First 3 of last name	ABBREVIATION	39a (Mot)*	Site	Length

FRIDAY, (DAY, MONTH) 20XX

RANK, LAST, INITIALS	XX	First 3 of last name	ABBREVIATION	39a (PT)*	Site	Length
RANK, LAST, INITIALS	XX	First 3 of last name	ABBREVIATION	39a*	Site	Length

** Indicates a GCM

* 39a (Arg) indicates arraignment; 39a (Mot) indicates a motion session; 39a (PT) indicates a post-trial session; and 39a indicates a session previously set by the Court.

2. Questions about this request can be directed to me at [PHONE NUMBER] or the military justice chief / clerk at [PHONE NUMBER].

Signature Block