

(Your unit letterhead here)

Your Office Symbol Here

Date

MEMORANDUM FOR: _____ (Soldier's Name)

SUBJECT: Use of Rental Vehicle Risk Assessment Counseling

1. I have counseled you about the risks that you take during your free-time activities.
2. You have been counseled that by order of the Battalion and Company Commander:
 - a. YOU WILL NOT DRINK ALCOHOLIC BEVERAGES AND DRIVE nor ride in a vehicle with driver that has been drinking.
 - b. YOU WILL NOT DRIVE WITHOUT A MINIMUM OF 6-HOURS SLEEP in the previous 24-hours or ride with a driver who has less than 6-hours of sleep in the previous 24 hours.
 - c. YOU WILL NOT DRIVE the rental vehicle outside the Country of origin borders.
 - d. DRIVERS WILL HAVE PASSED THE USAREUR DRIVERS TEST EXAMS.
 - e. I UNDERSTAND THAT THE CONSEQUENCE OF FAILING TO COMPLY WITH THE ABOVE THREE ITEMS IS THE LIKELIHOOD OF INVOLUNTARY EXTENSION ON ACTIVE DUTY PENDING DISCIPLINARY ACTIONS TO INCLUDE ART 15 AND COURTS-MARTIAL PROCEEDINGS, I FURTHER UNDERSTAND THAT THE GERMAN LEGAL SYSTEM CAN TAKE UP TO 4 MONTHS TO PROCESS THE PAPERWORK DURING WHICH TIME I WOULD BE EXTENDED ON ACTIVE DUTY UNDER AR 135-200 SECTION III, PARA 7.

3. Test Scores: Road Sign Test: _____ Written Test: _____

4. The risk assessment is HIGH / MEDIUM / LOW. The Risk Assessment was based on previous driving history, soldier's age and rank, any driving experience in Europe, current weather and road conditions. Mitigating Steps taken to reduce risk are as follows:

5. Based upon this risk assessment, you agreed to take steps to minimize any risk involved with your free time.

6. I made you aware that failure to adhere to this counseling may result in punishment under the provisions of Article 92 of the UCMJ.

7. You understand that all costs for the rental car is at your expense and all liability associated with the rental vehicle belong to you.

8. I, _____ (Soldier's printed name), acknowledge the above counseling and will comply with its provisions.

9. _____ (Soldier's Signature)

COMMANDERS NAME
CPT, IN
Commanding