

DATE: _____

MEMORANDUM FOR Special Court-Martial Convening Authority

SUBJECT: Submission of an Article 139 Claim

1. Purpose. The purpose of this memorandum is to submit a claim against

(name/rank of soldier/unit)

pursuant to Article 139 of the Uniform Code of Military Justice, as implemented in Army Regulation 27-20 and Department of the Army Pamphlet 27-162. The basis for my claim is that the soldier cited above, who is a member of your command, wrongfully took or willfully damaged (through reckless and wanton disregard) personal property of mine. I request that you assess his/her pay in the amount of _____ and pay that sum to me.

2. Supporting Facts. On the back of this form I have listed in detail the facts and circumstances giving rise to this claim and described the property lost or damaged. I have included the date the property was purchased, the purchase price, and the replacement or repair cost. I have also provided the names and addresses of witnesses to the event and listed the steps I have taken to resolve the situation.

3. Contact Data.

a. Printed name. _____

b. Social Security Number: _____

c. Address. _____

d. Work telephone number. _____

e. Home telephone number. _____

Signature

Date

REQUIRED ACTION UPON RECEIPT OF THIS CLAIM

Any officer receiving this claim will forward it to the commander exercising special court-martial convening authority over the soldier against whom the claim is made in accordance with AR 27-20, paragraph 9-7c, within 2 working days. The Commander exercising special court-martial convening authority over the soldier against whom the claim is made will appoint an officer to investigate the claim in accordance with AR 27-20, paragraph 9-7d, within 4 working days. Any questions concerning this claim should be referred to the Office of the Staff Judge Advocate.