

(COMMAND LETTERHEAD)

1710
Ser: _____
Date: _____

From: Commanding Officer, (Ship Name)

To: Commander, Navy Installations Command (N948)

Subj: REQUEST FOR FY__ ANNUAL SHIP WITHOUT SHIP STORE GRANT

Ref: (a) CNICINST 1710.5 of 09 Nov 2017

Encl: (1) (Command)_____FY__Recreation Fund Financial Statement
(2) Copy of current Successor in Interest letter

1. (Command)_____ is a commissioned Navy ship that does not have an integral ship's store. Per reference (a) (ship name) requests a FY__ grant based on \$50.00 per person per year. (Command)_____ had ___ personnel onboard as of 30 Sep __. (This number matches Line 47 of FY__ Financial Statement)

2. Request that funds be deposited directly into (ship name)'s Afloat Recreation Fund account as follows:

Recreation Fund Name: _____
Bank Name _____
Routing number _____
Account number _____

3. (Command)_____ point of contact is (name) _____, telephone _____ DSN _____ and e-mail _____.

(Commanding Officer signature)

Copy to:
Afloat Recreation Fund Files