

DA FORM 4187 INSTRUCTIONAL SHEET
ENLISTED RETIREMENTS

BLOCK 1: THRU: CHIEF, MPSD, ATTN: IMNE-CLB-HRM, 22
ASHBURN DRIVE, CARLISLE PA 17013-5043

NOTE: ADDRESS WILL CHANGE UPON OUR MOVING TO
ANN ELY HALL IN APRIL OR MAY 2007

BLOCK 2: TO: COMMANDER, HRC, ATTN: AHRC-EMP-A,
2461 EISENHOWER AVE., ALEXANDRIA, VA 22331

NOTE: SSG(P) AND ABOVE APPLICATION GOES TO
COMMANDER HRC, SSG AND BELOW, A GENERAL OFFICER
IN COMMAND MAY APPROVE, DISAPPROVE, OR DELAY THE
REQUESTED RETIREMENT DATE

BLOCK 3: FROM: YOUR COMPANY COMMANDER

BLOCK 4: LAST, FIRST, MI

BLOCK 5: GRADE OR RANK/PMOS

BLOCK 6: SSN

SECTION II DUTY STATUS CHANGE: LEFT BLANK

SECTION III REQUEST FOR PERSONNEL ACTION – PUT AN
“X” IN OTHER BLOCK AND TYPE IN
“RETIREMENT”

BLOCK 9: SOLDIER SIGNS

BLOCK 10: DATE

BLOCK 12: COMMANDER/AUTHORIZED REPRESENTATIVE

BLOCK 13: COMMANDER'S SIGNATURE

BLOCK 14: DATE