

# **Enclosure 1: HOF Nomination Packet**

## **NOMINEE CONTACT INFORMATION:**

RANK/GRADE and NAME (First, Middle, Last):

NOMINEE NOK (If Deceased):

CURRENT MAILING ADDRESS:

TELEPHONE NUMBER: Home:  
Work:

E-MAIL ADDRESS:

DATE AND PLACE OF BIRTH:

PRESENT DUTY POSITION/OCCUPATION OR EMPLOYMENT (if applicable):

YEARS OF MILITARY/CIVILIAN SERVICE/RETIREMENT DATE:

## **NOMINATOR CONTACT INFORMATION:**

NAME:

TELEPHONE NUMBER: Home:  
Work:

EMAIL ADDRESS:

**NOMINATION LETTER:** NO MORE THAN ONE PAGE of a detailed narrative (no less than 400 words) outlining the nominee's distinguished service, performance, and significant contributions to the U.S. Army Transportation Corps.

**ENDORSEMENT LETTERS:** NO MORE THAN ONE PAGE endorsement letters (no less than 400 words) supporting the nomination of the nominee, providing a detailed descriptive narrative of the nominee's distinguished service, performance, and significant contributions to the US Army Transportation Corps. Multiple endorsement letters (at least two, but no more than five) must be sent on behalf of the nominee.

**BIOGRAPHY:** The biography will consist of no more than 3,500 characters in a 12-point font outlining the career and significant accomplishments that enhanced the Corps while the nominee was on Active Duty or in Federal Service.

## **CHRONOLOGICAL RESUME OF MILITARY/CIVILIAN SERVICE**

- Include job title, organization, and inclusive years of assignment in chronological order
- US Decorations and Badges
- Education (Military/Civilian and degrees earned)

**PHOTOGRAPH:** One 5x7 photo of the nominee, from the shoulders up in color. Military photo will be the command or DA photo. Civilian photograph will be in business attire.