

# CASCOM SGS AWARDS CHECKLIST

NAME OF AWARD RECIPIENT: \_\_\_\_\_

TYPE OF AWARD: AAM ARCOM MSM LM DSM OTHER: \_\_\_\_\_

LIST **ALL** PREVIOUS AWARDS RECEIVED BY SM WHILE ASSIGNED AT  
FORT LEE: \_\_\_\_\_

CLERK NAME/ORGANIZATION: \_\_\_\_\_

DATE: \_\_\_\_\_

**DA FORM 638**

**APFT (WITHIN 6 MONTHS)**

**PROFILE (IF APPLICABLE)**

**DA FORM 5500/5501 (WITHIN 6 MONTHS) (IF APPLICABLE)**

**LETTER OF LATENESS (IF APPLICABLE)**

**ORDERS**

**ERB/ORB**

**COPY OF ALL PREVIOUS AWARD CERTIFICATES RECEIVED WHILE  
ASSIGNED TO FORT LEE (IF APPLICABLE)**