

Military Reassignment Moving Support Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Organization]

[Recipient Address]

[City, State, ZIP Code]

Subject: Request for Moving Support Due to Military Reassignment

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally request moving support as I have received military reassignment orders effective [Effective Date]. My new assignment will be located at [New Assignment Location].

As a service member, it is crucial for me to ensure a smooth transition for both myself and my family. Therefore, I would greatly appreciate information regarding the moving assistance available, including but not limited to:

- Transportation options for personal belongings
- Reimbursement processes for moving expenses
- Temporary housing arrangements during the transition

Please let me know what steps I need to take to initiate this process. I am willing to provide any additional information or documentation required to facilitate my request.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Rank / Position]