

20 March 2018

From: Rate/Rank First M. Last, USN or USNR (NO SSN)

To: Chief of Naval Operations (DNS-35)

Subj: REQUEST FOR AWARD OF NAVY DISTINGUISHED PISTOL SHOT BADGE

Ref: (a) OPNAVINST 3590.26D

Encl: (1) 2016 Pacific Fleet Excellence in Competition Match Results  
(2) Pistol Excellence-In-Competition Award Letter, 20 Apr 2016  
(3) 2016 All Navy (West) Excellence in Competition Match Results  
(4) Pistol Excellence-In-Competition Award Letter, 22 Apr 2016  
(5) etc

1. The enclosed match results and EIC award letters, enclosures (1) through (5), are submitted for review and consideration for being awarded the Navy Distinguished Pistol Shot Badge. These enclosures show that the requisite 30 points minimum have been earned in accordance with reference (a).

2. The Navy Distinguished Pistol Shot Badge and designation letter may be mailed to my work address at 850 West Prowler St, Oak Harbor, WA 98278.

3. If you have any questions, please contact me at (888) 555-5555, or via email at youremail@email.com.

F. M. LAST