**UNITED STATES MARINE CORPS**

THE BASIC SCHOOL

TRAINING COMMAND

24164 BELLEAU AVE

QUANTICO, VIRGINIA 22134-5019

 IN REPLY REFER TO:

 1000

 XXXX

 DD MMM YY

From: Commanding Officer, UNIT NAME

To: Director, RMB, MCBQ

Subj: REQUEST FOR QUIET HOURS WAIVER AT RANGE FROM TIME/DATE (DD MMM YY)

Ref: (a) MCBO 3570.1

1. UNIT NAME is conducting TYPE OF TRAINING that includes the use of MUNITIONS at RANGE. Marines will be training with various munitions for their required military occupational specialty.

2. Due to the nature of the munitions, it is requested that the quiet hours be waived from 2300 on DATE (DD MMM YY) until TIME on DATE (DD MMM YY) to facilitate training as per MCBO 3570.1, chapter 5001, page 5-3, paragraph 2, Quiet Hours.

3. If there are any issues concerning this request, please contact POC at (XXX)XXX-XXXX.

 A.I. HANSON

 By Direction