





With 30 years of service or more they can receive 1. A personal letter from CMC

- 2. A Retirement Certificate of Appreciation from the CMDR MCBQ
 - 3. A Spouse Retirement Certificate of Appreciation from the CMDR MCBQ
 - 4. Flag W/Certificate
 - 5. A Presidential Greeting

With less than 30 years of service

- 1. A Retirement Certificate of Appreciation from the CMDR MCBQ
 - 2. A Spouse Retirement Certificate of Appreciation from the CMDR MCBQ
 - 3. Flag W/Certificate

With 40 years of service or more they can receive

- 1. A SECNAV Retirement Certificate
- 2. A personal letter from CMC
- 3. A Retirement Certificate of Appreciation from the CMDR MCBQ
 - 4. A Spouse Retirement Certificate of Appreciation
 - from the CMDR MCBQ
 - 5. Flag W/Certificate
 - 6. A Presidential Greeting

INFO NEEDED FOR RETIREMENT

Full Name of Employee:

Full name of Spouse:

Number of year of Federal Service:

Retirement Date:

Ceremony Date:

Rank/Grade:

Position/Job title:

Employee's HM mailing address: