

**ENCLOSURE 1**

**EXAMPLE OF COMMANDER'S HEIGHT / WEIGHT / APFT MEMORANDUM**

LETTERHEAD

OFFICE SYMBOL

DATE

MEMORANDUM FOR Commander, U.S. Army Human Resources Command, ATTN: AHRC-OPH (AMEDD Leader Development), 200 Stovall Street, Alexandria, VA. 22332-0417

SUBJECT: HT/WT and APFT Verification for the LTHET Application – RANK NAME OF APPLYING OFFICER

1. The undersigned certifies that RANK NAME OF APPLYING OFFICER has a current APFT, height and weight status as follows:

- a. Record APFT Date: DD MONTH YR
- b. Result: PASS
- c. HT/WT:

2. RANK NAME OF APPLYING OFFICER is in compliance with the height and weight standards set forth in AR 600-9.

3. The point of contact for this memorandum is the undersigned at (xxx) xxx-xxxx.

COMPANY COMMANDER'S  
SIGNATURE BLOCK