

2 January 2007

MEMORANDUM FOR Defense Information School

ATTN: DOD Thomas Jefferson Awards Coordinator

SUBJECT: Nomination Letter for Outstanding New Writer/DoD Print Journalist of the Year/Outstanding New Broadcaster/DoD Broadcast Journalist of the Year

1. (Rank/courtesy title Full name, job title and unit,) is the (specific service) nominee for the (New Writer or Print Journalist of the Year) award.
2. Qualifications

2 Encl.
Biography
1 Official Photograph

FULL NAME
Rank, Service
Job Title