Prescribed by: DOD 4525.06-M

DESIGNATION/TERMINATION MPC-FPC-COPE-PFO

1. TO: *(Use complete address)*	2. FROM: *(Use complete address)*

DESIGNATION

3. THE INDIVIDUAL NAMED BELOW IS DESIGNATED:

- ☐ **MILITARY POSTAL CLERK (MILITARY)**
- ☐ **FINANCIAL POSTAL CLERK (CIVILIAN)**
- ☐ **CUSTODIAN OF POSTAL EFFECTS**
- ☐ **POSTAL FINANCE OFFICER**

4. NAME: *(Last, First, Middle Initial) (Typed or printed)*	5. PAY GRADE:	6. BRANCH OF SERVICE:

7. ACTIVITY FOR WHICH DESIGNATED:

8. I acknowledge my designation as shown above, and shall faithfully discharge the duties associated with this designation. I also agree to obey all laws and regulations established by the United States Postal Service and the Department of Defense.

(Signature of Designee) *(Date: YYYYMMDD)*

9a. TYPED/PRINTED NAME OF DESIGNATING OFFICIAL *(Last, First, Middle Initial)*	b. PAY GRADE	c. SIGNATURE:
		d. DUTY TITLE:

TERMINATION

10. THE ABOVE DESIGNATION IS TERMINATED EFFECTIVE *(YYYYMMDD)***:**

11. REASON FOR TERMINATION *(Explain in detail)***:**

12a. TYPED/PRINTED NAME OF TERMINATING OFFICIAL *(Last, First, Middle Initial)*	b. PAY GRADE	c. SIGNATURE:
		d. DUTY TITLE: