

Date

From: Name of Requestor  
Address

To: Incident Determination Committee Chair  
c/o Family Advocacy Program Manager  
Address

Dear Sir or Ma'am,

Respectfully I request a reconsideration of the determination for incident #XXXX which was reviewed by the Incident Determination Committee (IDC) on (specify the incident determination date).

I am the (check all that apply):

- Offender
- Victim
- Parent of a victim

The basis for request is (check all that apply, at least one of the following must be checked):

- Army Directive 2021-26 was not followed. I have attached an explanation on how the IDC did not follow AD 2021-26.
- New information. I have attached new information pertaining to act and impact of the incident (court records, medical records, law enforcement reports, notarized witness statements, etc.) to this request. This information was not previously considered by the IDC when making the incident determination. I have attached a statement about this information.

If additional information is needed I may be contacted by email \_\_\_\_\_ or phone \_\_\_\_\_.

Thank you for your consideration.

Signature  
Name of requestor