



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON Wiesbaden UNIT 29623  
APO AE 09005-9623

AIMWB-MA

(Date)

MEMORANDUM FOR Commander, USAG Wiesbaden

SUBJECT: Approval of Outside Employment-Mr. Richard Smith

1. I approve Mr. Richard Smith's request to conduct employment outside of his normal Department of the Army Civilian employment with USAREUR G45. The outside employment will be a Home Based Business (HBB) in his off post quarters IAW USAG Wiesbaden HBB policy and guidelines.

- a) Type of business: Antique Refurbishment.
- b) Name of business: Richard's Refurbishment.
- c) Telephone number: XXXXXXXXXX
- d) Address of quarters: Dannecker Str. #66, 65195 Wiesbaden Germany.

2. Point of contact for this memorandum is your boss at VoIP 548-XXXX, CIV 0611-143-548-xxxx or email: your boss@mail.mil.

YOUR BOSS  
Chief, USAREUR G45