

Remember to clearly sign the claim. This is a legal document. You are filing a claim against the government. Ensure it's accurate.

Use the continuation sheet if two or three patrols were performed on these orders. Remember to fill in the order number on the continuation sheet.

Submit a claim even if no reimbursement is desired. If the patrol is cancelled, write cancelled across the form.

Keep a copy for your records.

Mail the original orders with receipts to your order issuing authority.

Commander
Coast Guard Group San Francisco
Yerba Buena Island
San Francisco, Ca 94130-9309

Commanding Officer
Coast Guard Group Humboldt Bay
McKinleyville, Ca 95521-5000

Commanding Officer
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SFO Bldg 1020
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