

# **Order of Documents for the 2023 Bench Package**

- 1. Cover Letter**
- 2. CSS**
- 3. TAG Endorsement**
- 4. Letter of Intent**
- 5. Military Biography**
- 6. Civilian Resume (Optional)**
- 7. Addendum**
- 8. ORB/OSB**
- 9. APFT/Fitness Test**
- 10. OER's/OPR's**

\*All documents submitted must have the complete Social Security Number (SSN) redacted (blacked out). The Bench package documents must be consolidated into a single PDF file. **DO NOT PUT IN "PDF PORTFOLIO" FORMAT.** The PDF file name should be: "Current Grade, Last Name, First Name, Middle Initial\_2023 Officer Bench", and submitted no later than close of business on 6 January 2023.

Email subject line should also be in the format "Current Grade, Last Name, First Name Middle Initial\_2023 Officer Bench".

Email Bench packages to all three addresses below:

ng.ncr.ngb-arng.mbx.gobench@army.mil

alpa.c.ladani.mil@army.mil

briane.l.mccaslin.mil@army.mil