

**The National Conference on Ministry to the Armed Forces (NCMAF)
Suggested Change of Endorser Verification and
Chaplain Release of Information Forms**

TO: Chaplain Personnel Office of the Army Navy Air Force CAP

Regarding Chaplain _____

CURRENT ENDORSER VERIFICATION:

Name of Religious Body _____

Name of Endorsing Official _____

Complete Address of Endorsing Official _____

Phone Number/s _____ Fax # _____

E-Mail Address _____

This chaplain served under our endorsement for ____ years. I verify that to my knowledge there is no past or pending religious, moral, legal or other issue(s) that would preclude Chaplain _____ from remaining under our endorsement. The stated reason for the change of endorsement is _____

We are willing / not willing to continue our endorsement of this chaplain through a transition period to the new endorsing agency. It is anticipated that the transition period will not exceed ____ days. The beginning date will be the latest signed date on this form.

NEW PROSPECTIVE ENDORSER VERIFICATION:

Name of Religious Body _____

Name of Endorsing Official _____

Complete Address of Endorsing Official _____

Phone Number/s _____ Fax # _____

E-Mail Address _____

By my signature below, I affirm that this office has had professional and personal contact with this chaplain's current Endorser regarding the request for a change of endorsement. After careful and complete discussion(s) with the current Endorser, we are satisfied that there is no religious, moral, legal issue(s) or other history or behavior, which would be an impediment to our religious body granting endorsement. We anticipate the endorsement process to take _____ days.

VERIFYING SIGNATURES OF AGREEMENT:

Current Endorser _____

Religious Body _____

Date Signed _____

New Prospective Endorser _____

Religious Body _____

Date Signed _____

NOTE: The endorsers may re-negotiate the time schedules for issuance of the new endorsement, but should do so mutually in writing. The gaining endorser will inform the individual Chief of Chaplains office involved.

The new prospective endorser will provide copies of this completed and signed document and Chaplain Release Form to:

- 1. The named chaplain*
- 2. The current endorser*
- 3. The personnel section of the Chief of Chaplains office involved*

CHAPLAIN RELEASE FORM

**Release and Authorization for Exchange of Information
Regarding a Change of Endorsement**

I, (Chaplain's name) _____, grant my current endorser or his/her representative from the _____ religious organization to discuss any issue(s) with regard to my proposed change of endorsement with the _____ religious organization.

I also grant this authorization to the prospective endorser or his/her representative. This includes authorization for either of the parties to contact other knowledgeable individuals for clarification of any endorsing issue should they desire to do so.

I further authorize the office of the (Army – Navy – Air Force – CAP) Chief of Chaplains to
(Circle One)

speak with both my current and prospective endorsing agencies about any issue(s) having bearing on my endorsement. My stated reason for seeking a change of endorsement is: _____

By my signature below, I verify that I am not now, nor have I ever been, under religious censure, discipline, or the threat thereof, for any religious, moral, legal, or any other cause that would or could be reason for removal of my endorsement and/or credentials. If there has been any issue, such as mentioned above, I verify that I have made full and complete disclosure to both my current and prospective endorsers.

Typed Name: _____

Signature: _____

Date: _____