



USFAA Individual Nomination Form

Orders of Saint Barbara

Date of Request _____

1. Identify below the Field Artillery Commander (O-5 or above) requesting the award or the senior Field Artilleryman (not an approving authority) in the area, if no commander is available. (See Nomination Procedures at www.fieldartillery.org for requirements.)

Signature of Commander (FA O-5 or above) _____

Point of Contact _____

Signature block of Commander (as it will appear on certificate) _____

Unit Affiliation & Shipping Address for Awards _____

Unit Address (If different from POC address) _____

Physical Address REQUIRED for Stateside Orders _____

Commercial Phone (NO DSN) _____

E-mail Address _____

2. Identify below the nominee and provide all requested information. For multiple nominations (5 or more), please use the Multiple Nomination Form that can be found on our website at www.fieldartillery.org/awards

Rank & Name as it will appear on the certificate with middle initial _____

Award Desired: Honorable Ancient (Recommendation letter required.)

REQUIRED Last 4 of SSN and/or DoB _____

MOS or Civilian Occupation _____

Presentation Date _____

3. If the nomination is received at the USFAA office less than 30 days from the presentation date, a 25% late fee will be assessed per award with no exceptions. Nominations received within 2 weeks of presentation date will be assessed a 50% late fee per award, a rush shipping fee will be applied and will have to be pre-approved by Awards Manager before processing. Orders received without payment including late fees, if applicable, are considered incomplete. Incomplete orders will not be processed. If you have any questions, call (866) 355-4677.

4. Compute total cost of awards:

Special Package (Includes Medal & Certificate with Folder) \$28*

Cost	Qty.	Total
\$28	x _____	= _____

*Purchased separately - Medal \$15, Certificate \$5, Folder \$10

OKLAHOMA ONLY - Sales Tax 4.875%

If Applicable = _____

25% Penalty Per Award (See Section 3)

If Applicable - \$ 7.00 x _____ = _____

50% Penalty Per Award (See Section 3)

If Applicable -\$14.00 x _____ = _____

FedEx/Rush Orders Extra - Please contact us for rates. APO/FPO addresses are shipped via USPS ONLY & can take up to 12-21 days to be delivered.

Extra Shipping Fees = _____

POC is responsible for any charges incurred from FedEx for incorrect address information.

TOTAL DUE \$ _____

5. Form of Payment:

Check or Money Order (Returned Check Fee \$45)

Credit Card (Disc, Amex, MC, Visa) EXP DATE _____

Credit Card #:

Signature of Cardholder _____

Billing Address of Cardholder _____

Printed Name of Cardholder _____

City, State & ZIP _____

6. Mail Orders To:

If Sent by USPS: If Sent FedEx/UPS (NOT USPS):

USFAA

USFAA

PO Box 33027

Bldg 758 McNair Ave.

Fort Sill, OK 73503

Fort Sill, OK 73503

We are not responsible for mail sent to the wrong address. Penalty will apply to late or lost mail if sent to the wrong address.

Tele: (580) 355-4677 - Fax: (580) 355-8745

E-mail: awards@fieldartillery.org

Website: www.fieldartillery.org