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|  | **DEPARTMENT OF THE AIR FORCE**  **[Appropriate header]** |

**Source: AFI 51-201, Figure 7.7, Sample Notification to Victim of**

**Civilian Authority’s Response to Victim’s Jurisdictional Preference**

(Date)

MEMORANDUM FOR (Rank (if applicable) and Name of Victim)

1. After notifying [insert name of civilian authority] of your prosecution preference on [INSERT DATE], we received the following response: ([insert name of civilian authority] decided to retain jurisdiction)([insert name of civilian authority] decided to defer jurisdiction to the military for handling under the UCMJ).

2. Please do not hesitate to contact us if you have any further questions.

(NAME), (Rank), USAF

Staff Judge Advocate

cc:

Rank (if applicable) and Name of Victim

Rank and Name of SVC (if applicable)

Name of Civilian Victims’ Counsel (if applicable)