**Post Service Conduct – Supporting Documents**

**The Applicant requests the NDRB/BCNR consider his post-service conduct in order to gain a better understanding of his in service conduct, and to show the in service misconduct was an aberration, and not indicative of his overall character.**

In order to show outstanding post-service conduct, you will need to provide documentation in **ALL** of the following areas:

- **Employment** - You will need to show steady employment with pay records, letters from your employers stating what a great job you have done, how much they enjoy having you work for them etc.

- **Financial records** - You will need to show financial responsibility. Money in savings, no late payments on credit cards or any other credit account, paying rent or mortgage on time, paying taxes, letters of good standing from banks and credit companies, and anything else showing you are responsible with your money.

- **Training and education** - College transcripts or degrees, certificates of vocational training etc. Show you have moved on in life, and have made something of yourself.

- **Community service** - Girl Scouts, Boy Scouts, local clubs such as Rotary Club, work on PTA, Red Cross volunteer, youth coaching. The potential list is endless, but you absolutely have to have this. Be sure to get documentation of these types of activities. Take part in everything you can that serves others, and is constructive for the community.

- **Church or religious involvement** - Any activities such as: Bible study, youth group involvement etc. Pastors, Deacons and other church members will support you in this endeavor. Get them to write letters for you to the BCNR outlining what you do/have done at the church/temple/whatever.

- **Official documentation of your family life** - Provide a marriage certificate, birth certificates of any children. Obviously, you can't provide these things if it doesn't apply to you, but being able to show a steady, stable family life is a good thing for your application.

- Get a **criminal background check** done, and submit it. Don't worry if there are a few speeding tickets on it. Just show you have kept your nose clean, and be able to submit a clean criminal background check. You can get this fairly easily through the State Police.

- Get documentation to show you live a drug free, sober lifestyle.  If your work requires drug testing, submit the tests, or letters from your employer stating you are regularly tested for drugs.  If you attended rehab or are in AA or a similar organization, provide documentation to prove it.  This is important since your separation involved drugs.

- **Character reference statements** from people like, pastors or church officials, employers, community leaders, school principles etc are valuable, but need to outline specific things you have done, and value you have added to their organization or efforts.  Make sure they are signed and dated.  Letters from close friends and family really don't carry much weight...of course they think you're great. Try to get people who you have worked for or with, volunteered for, leaders of volunteer organizations etc.