DD Month YYYY

**MEMORANDUM FOR THE REGIMENTAL HONOR COMMITTEE CHIEF JUSTICE**

SUBJECT: POSSIBLE HONOR VIOLATION

I, Cadet (FULL NAME), of (ECHO) Company, have reason to believe that an Honor Code violation(s), the nature of which was (LYING/CHEATING/STEALING), was committed on (DD Month YYYY) by Cadet (FULL NAME). The details of this occurrence are to the best of my knowledge as follows:

(INSERT FULL REPORT HERE. INCLUDE TIMES, DATES, WHEREABOUTS, THE INTENT OF THE VIOLATION, AND OTHER POSSIBLE WITNESSES, IF APPLICABLE.)

Very Respectfully,

John N. Doe

Cadet Artillery Sergeant, Echo Company, VTCC

Squad Leader, Fall 2023