



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON STUTTGART
UNIT 30401
APO AE 09107-0401

MEMORANDUM FOR RECORD

SUBJECT: Authorization to establish VAT account and obtain VAT form(s) by a designated sponsor on behalf of a quarantined authorized service member.

I, (name) _____, authorize my designated sponsor _____ to register me with the Tax-Relief Office as a customer and obtain VAT forms on my behalf due to me being in COVID-19 quarantine.

Signature of quarantined member _____

Signature of designated sponsor _____

Date signed: _____

(Service member arrival date in country): _____

This memorandum serves as an authorization for the Stuttgart Tax Relief Office during the COVID19 Pandemic to establish and issue VAT forms on behalf of the quarantine member (within 7 days of arrival in Germany) for retroactive tax relief for lodging and rental car only.