

INSTRUCTIONS FOR PREPARATION OF DA Form 4881-4-R

Note. The above lettered blank portions of the sample power of attorney are to be completed as specified in the following paragraphs with the same letters:

- (a) Enter the name of the Federal agency, authority, (local governmental body), or special activity which borrowed the Army materiel.
- (b) Further identify the borrower by entering here the type of activity that it is; i.e., Federal agency, civil government, corporation (Boy Scouts of America), etc.
- (c) Enter the name of the city.
- (d) Enter the name of the state.
- (e) Enter the name of the Army installation handling the account.
- (f) Enter the name and rank of the commanding officer of the Army installation handling the account.
- (g) Describe the US Treasury bonds that have been posted as bond to include type, serial numbers, and interest rates if applicable.
- (h) Enter date on which payment of the Treasury bonds becomes due if applicable. If it is not applicable enter "NA."
- (i) Enter the date on which the agreement between the borrower and the US Government was signed.
- (j) Enter title of the borrowing activities' chief executive; e.g., governor, chief scout executive, national commander VFW, etc.
- (k) Enter here, "Comptroller," "Treasurer," etc. as appropriate.
- (l) Enter date on which the Power of Attorney is signed.
- (m) Enter month in which power of attorney is signed.
- (n) Enter year in which power of attorney is signed.
- (o) Enter name and title of chief executive of borrowing activity.
- (p) Enter, if appropriate, the names and title of the comptroller or treasurer of the borrowing activity.
- (q) Enter the name of the county in which the power of attorney is being signed.
- (r) Enter the name of the State in which the Power of Attorney is being signed.
- (s) Enter the name of the chief executive of the borrowing activity.
- (t) Signature of the Notary Public.