

**ADMINISTRATIVE CHECKLIST FOR PROCESSING  
THE FY12 ENLISTED AFFILIATION BONUS (EARB-PSR)**  
(to be completed by unit's Admin section)

\_\_\_\_ A current fiscal year Bonus Control Number (BCN) was issued by CMC (RCT) to the PSR.

\_\_\_\_ SNM has been approved for a 4 year reenlistment. (SNM may reenlist for no less than 3 years to ensure reenlistment does not contractually obligate him/her beyond 10 sat years if a Corporal or 14 sat years if a Sergeant)

\_\_\_\_ Written agreement has been initialed and signed by all required parties.

\_\_\_\_ PSR has annotated block 8 of DD Form 4 with the appropriate entry as specified in the current EAB MARADMIN: "I agree to continue affiliation with RUC XXXXX MCC XXX for 3 years from the date of reenlistment for the incentive listed. I understand that failure to meet the requirements for affiliation will result in a prorated recoupment and may be grounds for administrative separation from the Marine Corps."

\_\_\_\_ Ensure Mandatory Drill Start and Stop Date (MDSO) reflect the correct dates in MCTFS per instructions in the current EARB MARADMIN.

\_\_\_\_ Report TTC 153 001 Bonus PEF code ZB via UD for affiliation bonus  
Report TTC 153 001 Bonus PEF code RF via UD for affiliation bonus with PSMRP.

\_\_\_\_ Report TTC 900 002 for bonus payment. Please note, all Marines will receive \$10,000. If Sergeant or Staff Sergeant, CMC (RCT) will contact DFAS for the additional \$5,000. If a Marine does not receive the full amount after 30 days, contact CMC (RCT) at 703-432-9771.

\_\_\_\_ Verify CMC has reported new Mandatory Drill Stop Date reflecting 3 years from the date of affiliation. Allow 30 days after new RECC has posted before contacting CMC (RIT).

\_\_\_\_ If SNM affiliates with the unit but does not want the bonus, or fails to reenlist within 90 days after approval or by 27 Sep 2012 (whichever is earliest), notify CMC (RCT).

I certify the above steps have been completed. SNM has received payment of the bonus:

\_\_\_\_\_  
Print name and rank of Admin Chief

\_\_\_\_\_  
Print name and rank of CO/I&I

\_\_\_\_\_  
Signature and date

\_\_\_\_\_  
Signature and date

WRITTEN AGREEMENT FOR THE FY12  
SELECTED MARINE CORPS RESERVE ENLISTED AFFILIATION BONUS  
(SMCR EARB-PSR)

1. Eligibility.

a. I am currently serving in the regular component (component code 11), or Active Reserve (AR) and have less than 180 days remaining on my active duty (AD)/AR obligation. Or, I have served in the regular component/AR and I have no more than a 3-year break in service from being released from the regular component/AR under honorable conditions. \_\_\_\_ Initial

OR

I have been a member of the Selected Reserve with less than a 3-year break from separation from the Selected Reserves and while in the SMCR I was a satisfactory participant and have not previously received an SMCR EAB.  
\_\_\_\_ Intial

b. I am affiliating with a Primary Military Occupational Specialty (PMOS) listed in the current SMCR EARB MARADMIN. \_\_\_\_ Initial

c. I currently hold the rank of Corporal, Sergeant, or Staff Sergeant. In my current grade I have not failed selection to the next higher grade or have been reduced in rank to my current grade. I am not a Gunnery Sergeant Select.  
\_\_\_\_ Initial

2. Obligation.

a. I will serve satisfactorily, as prescribed by the appropriate regulations of the United States Marine Corps, for a period of 36 months in the following BIC \_\_\_\_\_ MOS \_\_\_\_\_, RUC \_\_\_\_\_, City \_\_\_\_\_, State \_\_\_\_\_, Unit \_\_\_\_\_, unless excused for the convenience of the government. \_\_\_\_ Initial

b. If I incur a period of authorized non-availability (as determined by the Commander, Marine Forces Reserve), I will extend my period of service obligation in the SMCR in order to fulfill my 36-month obligation. \_\_\_\_ Initial

c. I understand that I will have a Mandatory Drill Stop Date reported to reflect 3 years from the date of affiliation. \_\_\_\_ Initial

d. I further understand that if any of the following occur, it will be considered a breach of my obligation, my incentive will be recouped at a prorated amount, and I could be administratively separated from the Marine Corps Reserves;

(1) I fail to fulfill my obligation. \_\_\_\_ Initial

(2) I fail to participate satisfactorily. \_\_\_\_ Initial

(3) I execute a lateral move without prior written approval of CMC (RCT). \_\_\_\_ Initial

(SEP 2011)

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(4) I execute an inter-unit transfer without prior written approval of CMC (RCT). \_\_\_\_ Initial

(5) I transfer to the IRR. \_\_\_\_ Initial

(6) I perform Active Duty Operational Support with a unit other than my own for a period greater than 90 cumulative days per FY without prior written approval of MARFORRES. \_\_\_\_ Initial

(7) I augment to the Active Component or the Active Reserve Program. \_\_\_\_ Initial

(8) I become an Individual Mobilization Augmentee (IMA) except upon unit is deactivation or redesignation as a result of Force Structure Review Group (FSRG) or Base Realignment and Closure (BRAC) \_\_\_\_ Initial.

3. Recoupment. I understand that this incentive will be recouped at a prorated amount and recoupment will be computed as follows:

a. The number of months served satisfactorily during the affiliation period for which the bonus was paid multiplied by the monthly bonus amount (\$277.77 for a \$10,000 bonus, \$416.67 for a \$15,000 bonus) then subtract this amount from the total bonus paid. \_\_\_\_ Initial

b. If recoupment occurs, I am no longer entitled to future incentives. \_\_\_\_ Initial

c. Recoupment will not occur if I accept a commission or an appointment Selected Reserve and have served 1 year of the incentive obligation; or I am required to transfer to the IRR due to a unit deactivation, redesignation, disability, or I am twice passed for promotion to the next higher grade. \_\_\_\_ Initial

4. Payment. I understand that this incentive is a lump sum payment in the amount of \$10,000 if I am a Corporal, or \$15,000 if I am a Sergeant or Staff Sergeant at the time of affiliation. If retraining is required, I will not receive payment until successful completion of school and attaining a new MOS. \_\_\_\_ Initial

5. Understanding. I understand each of the statements above and understand that they are intended to constitute all promises or commitments made to me in conjunction with my affiliation. I have been issued a Bonus Control Number (BCN) \_\_\_\_\_, and I further understand that without a BCN I am not entitled to this incentive. \_\_\_\_ Initial

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(SMCR EARB-PSR)

6. I may choose to affiliate into the SMCR without a bonus provided for under this program. If so, none of the aforementioned provisions apply. \_\_\_\_\_ Initial

\_\_\_\_\_  
PRINTED NAME AND GRADE OF  
MARINE

\_\_\_\_\_  
SIGNATURE OF MARINE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME AND GRADE OF  
PRIOR SERVICE RECRUITER

\_\_\_\_\_  
SIGNATURE OF PRIOR  
SERVICE RECRUITER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME AND GRADE OF  
WITNESSING OFFICER

\_\_\_\_\_  
SIGNATURE OF WITNESSING  
OFFICER

\_\_\_\_\_  
DATE