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S/S Aug 73

ARMY REGULATION }  
No. 601-49

HEADQUARTERS  
DEPARTMENT OF THE ARMY  
WASHINGTON, DC, 26 January 1973

**PERSONNEL PROCUREMENT**  
**NOTIFICATION OF ENTRY INTO ACTIVE MILITARY SERVICE**  
**(DD FORM 53)**

*Effective 1 March 1973*

*This revision updates the addresses of the State Directors of Selective Service. Local supplementation of this regulation is prohibited except upon approval by the Deputy Chief of Staff for Personnel.*

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**1. Purpose.** *a.* DD Form 53 (Notification of Entry into Active Military Service) will be prepared and forwarded as prescribed herein to furnish the Selective Service System with information which will provide a basis for accountability of registrants in Selective Service local board areas in accordance with the Military Selective Service Act.

*b.* The DD Form 53 will be prepared for each person entering on regular or extended active duty through enlistment, reenlistment, appointment, reappointment, or commissioning; reservists entering on active duty for other than training purposes; individuals entering the United States Military Academy; and individuals attending schools or courses in an officer status.

*c.* DD Form 53 will not be prepared for—

- (1) Reservists and National Guardsmen ordered to active duty for training (ADT).
- (2) Persons who are disqualified for active duty for mental and physical reasons upon first reporting for examinations.
- (3) Persons inducted into the Army under the Military Selective Service Act.

**2. Preparation.** DD Form 53 will be prepared for officers and warrant officers and enlisted personnel, both men and women, as follows:

*a.* Enlisted personnel entering active military service at Armed Forces Examining and Entrance Stations (AFEES). AFEES will prepare and forward, as prescribed in paragraph 4, DD Form 53 for each person (other than an inductee) who enters active military service at these stations.

*b.* Officers and warrant officers appointed in the Regular Army. Upon execution of the oath of office, the commander responsible for administering the oath will prepare DD Form 53 for each officer and warrant officer appointed and forward the form as prescribed in paragraph 4.

*c.* Cadets entering the United States Military Academy. Upon execution of oath of allegiance, the Superintendent, United States Military Academy, will have DD Form 53 prepared for each individual and forwarded as prescribed in paragraph 4.

*d.* Members of ARNGUS and Army Reserve ordered to active duty.

(1) *Individuals.* The commanding officer of the first station or organization receiving individual members who are coming on active duty for the first time, including those TDY to service schools en route to initial duty assignment, will prepare a DD Form 53 and forward the form as prescribed in paragraph 4 for the following:

- (a) A member of the ARNGUS or an individual Army reservist ordered to extended active duty.
- (b) A person who is reporting for active duty after being commissioned from ROTC or OCS.
- (c) A special registrant under the Military Selective Service Act, who enters on active duty as a commissioned officer.

(2) *Units.* During mobilization station processing, commanders of ARNGUS and Army Reserve units called or ordered to active duty will

✓ \*This regulation supersedes AR 601-49, 22 April 1970.

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prepare DD Form 53 for each officer and enlisted person carried on the initial morning report. Each unit commander will prepare and sign a statement as follows:

----- DD Forms 53 are forwarded here-  
(Number)  
with for disposition in accordance with paragraph 4, AR  
601-49, for personnel assigned to this unit as  
of ----- This  
(Effective date of active duty)  
total is (is not) in agreement with the morning report  
strength for -----  
(Effective date of active duty)

If the total number of DD Forms 53 forwarded is not in agreement with the morning report strength, the following statement will be added:

DD Forms 53 have not been prepared for the following individuals for the reasons noted opposite each name.

**3. Instructions for completion.** DD Form 53 will be completed by typewriter or printed legibly in ink as follows:

*a. Item 1.* Enter last name, first name, and spell out the full middle name or names, if any.

*b. Item 2.* Enter the individual's Selective Service number. The Selective Service number will be obtained from the Registration Certificate (SSS Form 2), or the Notice of Classification (SSS Form 110), which should be in the possession of the person concerned. (The group spacing is important in this number; therefore, it will be entered (utilizing corresponding blocks) with group spacing unaltered.) If the individual is not registered with the Selective Service, enter "None."

*c. Item 3.* In all cases in which the Selective Service number is recorded in item 2, enter in item 3 the Selective Service local board number, and the city, county, and State in which located. The number and address of the local board will be obtained from the Registration Certificate (SSS Form 2), or the Notice of Classification (SSS Form 110). If entry in this item is not applicable to the individual concerned, enter "None."

*d. Item 4.* Enter home address (the place in which the individual claims permanent home or residence at the time of latest entry into active military service, not merely a mailing address). The home address will consist of number and street or RFD number, city, county, State, and ZIP code. If the individual does not know the name of the county in which the town or city is located, it will be obtained from the US Postal Guide or from a

standard atlas. This information is required in order to make proper disposition of DD Form 53 as prescribed in paragraph 4.

*e. Item 5.* Enter an "X" in the box immediately preceding "Army."

*f. Item 6.* Enter the individual's social security number.

*g. Item 7.* Enter the grade in which the individual is ordered to active duty, enlisted, reenlisted, appointed or reappointed, or commissioned. For enlisted personnel, enter the appropriate pay grade and title, e.g., "E-4 CPL," or "E-5 SP5."

*h. Item 8.* Enter day, month, and year of entry on active duty, enlistment, reenlistment, appointment, or reappointment. In the case of individuals commissioned in the Regular Army, this date is the day of execution of oath of office; for the United States Military Academy cadets, it is the day the oath of allegiance is executed.

*i. Item 9.* Enter date of birth (day, month, and year).

*j. Item 10.* Self-explanatory.

*k. Item 11.* The name, grade, and station of the officer responsible for the preparation of DD Form 53 will be typed in the space provided.

*l. Item 12.* The officer whose name is typed in item 11 will affix his signature, in ink, in item 12. The entries on DD Form 53 will provide the basis for allowing credits against quotas established for local board areas; therefore, the officer signing item 12 will review the form for legibility, completeness, and accuracy in order that the individual's place of residence and the local board entitled to credit may be definitely established.

**4. Disposition and mailing.** *a.* Not later than the day following preparation or receipt, completed forms will be sorted by State and placed in envelopes addressed to the State Director of Selective Service for the State having jurisdiction over the individual's local board as shown in item 3 of the DD Form 53.

*b.* When the information required by item 3 of the DD Form 53 is not available, such as in the case of an individual who, because of age or sex has not registered, the form will be sent to the Selective Service Director for the State shown on either the individual's Enlistment Contract (DD Form 4) or other official records completed at the time of entry on active duty.

c. DD Form 53 prepared for individual's who cannot be identified with a State Selective Service activity (persons with addresses outside the 50 States, New York City, District of Columbia, Puerto Rico, Virgin Islands, Guam, and the Canal Zone) will be forwarded to National Headquarters, Selective Service System, 1724 F Street NW., Washington, DC 20435.

d. Statement of transmittal referred to in paragraph 2d(2) will be filed in the headquarters forwarding DD Forms 53 to the State Director of Selective Service.

e. Each mailing address listed below will include as part of the address "Director of Selective Service." Post Office box address will be used for mailing whenever shown. All mail to Alaska, Canal Zone, Guam, Hawaii, Puerto Rico, and the Virgin Islands will be sent via airmail. The first element of an individual's Selective Service number, reading from left to right, is the number which identifies the State in which the individual is registered. The second element of the Selective Service number is the registrant's Selective Service local board within the state. Related numbers appear before each of the addresses listed below.

| <i>Number and State</i>                                       | <i>Region</i> | <i>State Directors headquarters address</i>  |
|---|---------------|--|
| 1 Alabama.....  | IV            | State Director<br>Selective Service System<br>474 South Court Street<br>Montgomery, AL 36104                           |
| 51 Alaska.....  | IX            | State Director<br>Selective Service System<br>Post Office Box 1740<br>Anchorage, AK 99510                              |
| 2 Arizona.....  | IX            | State Director<br>Selective Service System<br>522 North Central Avenue<br>Phoenix, AZ 85004                            |
| 3 Arkansas.....   | VI            | State Director<br>Selective Service System<br>700 West Capitol Street<br>Little Rock, AR 72201                         |
| 4 California.....   | IX            | State Director<br>Selective Service System<br>801 I Street<br>Sacramento, CA 95814                                     |
| Northern Area.....<br>Local Boards<br>1 through 79 except 76. | IX            | Deputy Director<br>Selective Service System<br>2800 Cottage Way<br>Sacramento, CA 95825                                |
| Southern Area.....<br>Local Boards 76 and<br>80 through 144.  | IX            | Deputy Director<br>Selective Service System<br>Building 55<br>Los Alamitos Naval Air Station<br>Los Alamitos, CA 90720 |
| 56 Canal Zone.....  | IV            | Director of Selective Service<br>for the Canal Zone<br>Post Office Box 2014<br>Balboa Heights, CZ                      |

| <i>Number and State</i>   | <i>Region</i> | <i>State Directors headquarters address</i>  |
|---------------------------|---------------|--|
| 5 Colorado.....           | VIII          | State Director<br>Selective Service System<br>Hampden Center Building, Suite 305<br>750 West Hampden Avenue<br>Englewood, CO 80110 |
| 6 Connecticut.....        | III           | State Director<br>Selective Service System<br>Post Office Box 1558<br>Hartford, CT 06101   |
| 7 Delaware.....           | III           | State Director<br>Selective Service System<br>3202 Kirkwood Highway<br>Wilmington, DE 19808  |
| 49 District of Columbia.. | III           | Director of Selective Service for the District of Columbia<br>441 G Street, Northwest<br>Washington, DC 20001                      |
| 8 Florida.....            | IV            | State Director<br>Selective Service System<br>Post Office Box 1988<br>St. Augustine, FL 32084                                      |
| 9 Georgia.....            | IV            | State Director<br>Selective Service System<br>901 West Peachtree Street, N. E.<br>Atlanta, GA 30309                                |
| 55 Guam.....              | IX            | Director of Selective Service for Guam<br>Post Office Box 3036<br>Agana, Guam 96910  |
| 52 Hawaii.....            | IX            | State Director<br>Selective Service System<br>Post Office Box 4006<br>Honolulu, HI 96813   |
| 10 Idaho.....             | IX            | State Director<br>Selective Service System<br>550 West Fort Street<br>Boise, ID 83702  |
| 11 Illinois.....          | V             | State Director<br>Selective Service System<br>528 South Fifth Street<br>Springfield, IL 62701                                      |
| 12 Indiana.....           | V             | State Director<br>Selective Service System<br>36 South Pennsylvania Street<br>Indianapolis, IN 46204                               |

| <i>Number and State</i> | <i>Region</i> | <i>State Directors headquarters address</i>  |
|-------------------------|---------------|--|
| 13 Iowa.....            | VIII          | State Director<br>Selective Service System<br>Building 68, Fort Des Moines<br>Des Moines, IA 50315 |
| 14 Kansas.....          | VIII          | State Director<br>Selective Service System<br>503 Kansas Avenue<br>Topeka, KS 66603                |
| 15 Kentucky.....        | IV            | State Director<br>Selective Service System<br>220 Steele Street<br>Frankfort, KY 40601             |
| 16 Louisiana.....       | VI            | State Director<br>Selective Service System<br>4400 Dauphine Street<br>New Orleans, LA 70140        |
| 17 Maine.....           | III           | State Director<br>Selective Service System<br>40 Western Avenue<br>Augusta, ME 04330               |
| 18 Maryland.....        | III           | State Director<br>Selective Service System<br>31 Hopkins Plaza<br>Baltimore, MD 21201              |
| 19 Massachusetts.....   | III           | State Director<br>Selective Service System<br>JFK Federal Building<br>Boston, MA 02203             |
| 20 Michigan.....        | V             | State Director<br>Selective Service System<br>Post Office Box 626<br>Lansing, MI 48903             |
| 21 Minnesota.....       | V             | State Director<br>Selective Service System<br>180 East Kellogg Boulevard<br>St. Paul, MN 55101     |
| 22 Mississippi.....     | IV            | State Director<br>Selective Service System<br>4785 Interstate 55 North<br>Jackson, MS 39206        |
| 23 Missouri.....        | VIII          | State Director<br>Selective Service System<br>411 Madison Street<br>Jefferson City, MO 65101       |

| <i>Number and State</i> | <i>Region</i> | <i>State Directors headquarters address</i>  |
|-------------------------|---------------|--|
| 24 Montana.....         | VIII          | State Director<br>Selective Service System<br>Post Office Box 1183<br>Helena, MT 59601                       |
| 25 Nebraska.....        | VIII          | State Director<br>Selective Service System<br>941 "O" Street<br>Lincoln, NB 68508                            |
| 26 Nevada.....          | IX            | State Director<br>Selective Service System<br>115 North Carson Street<br>Carson City, NV 98701               |
| 27 New Hampshire.....   | III           | State Director<br>Selective Service System<br>Post Office Box 427<br>Concord, NH 03301                       |
| 28 New Jersey.....      | III           | State Director<br>402 East State Street<br>Trenton, NJ 08608   |
| 29 New Mexico.....      | VI            | State Director<br>Selective Service System<br>Post Office Box 5175<br>Santa Fe, NM 87501                     |
| 30 New York State.....  | III           | State Director<br>Selective Service System<br>441 Broadway<br>Albany, NY 12207                               |
| 50 New York City.....   | III           | Director of Selective Service for New York<br>City<br>26 Federal Plaza<br>New York, NY 10007                 |
| 31 North Carolina.....  | IV            | State Director<br>Selective Service System<br>Post Office Box 26088<br>Raleigh, NC 27611                     |
| 32 North Dakota.....    | VIII          | State Director<br>Selective Service System<br>Post Office Box 1417<br>Bismarck, ND 58501                     |
| 33 Ohio.....            | V             | State Director<br>Selective Service System<br>85 Marconi Boulevard<br>Columbus, OH 43215                     |
| 34 Oklahoma.....        | VI            | State Director<br>Selective Service System<br>417 Post Office Courthouse Building<br>Oklahoma City, OK 73102 |

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|-------------------------|---------------|--|
| 35 Oregon.....          | IX            | State Director<br>Selective Service System<br>355 Belmont Street, Northeast<br>Salem, OR 97301     |
| 36 Pennsylvania.....    | III           | State Director<br>Selective Service System<br>Post Office Box 1266<br>Harrisburg, PA 17108         |
| 53 Puerto Rico.....     | III           | Director of Selective Service for Puerto Rico<br>400 Fernandez Juncos Avenue<br>San Juan, PR 00906 |
| 37 Rhode Island.....    | III           | State Director<br>Selective Service System<br>One Washington Avenue<br>Providence, RI 02905        |
| 38 South Carolina.....  | IV            | State Director<br>Selective Service System<br>1801 Assembly Street<br>Columbia, SC 29201           |
| 39 South Dakota.....    | VIII          | State Director<br>Selective Service System<br>Annex Box 3105<br>Rapid City, SD 57701               |
| 40 Tennessee.....       | IV            | State Director<br>Selective Service System<br>1717 West End Building<br>Nashville, TN 37203        |
| 41 Texas.....           | VI            | State Director<br>Selective Service System<br>300 East Eighth Street<br>Austin, TX 78701           |
| 42 Utah.....            | VIII          | State Director<br>Selective Service System<br>333 South Second East<br>Salt Lake City, UT 84111    |
| 43 Vermont.....         | III           | State Director<br>Selective Service System<br>Post Office Box 308<br>Montpelier, VT 05602          |
| 44 Virginia.....        | III           | State Director<br>Selective Service System<br>400 North Eighth Street<br>Richmond, VA 23240        |



| <i>Number and State</i> | <i>Region</i> | <i>State Directors headquarters address</i>  |
|-------------------------|---------------|--|
| 54 Virgin Islands.....  | III           | Director of Selective Service<br>for the Virgin Islands<br>Post Office Box 360<br>Charlotte Amalie, St. Thomas<br>VI 00801 |
| 45 Washington.....      | IX            | State Director<br>Selective Service System<br>19415 Pacific Highway South<br>Seattle, WA 98188                             |
| 46 West Virginia.....   | III           | State Director<br>Selective Service System<br>Federal Building<br>Charleston, WV 25301                                     |
| 47 Wisconsin.....       | V             | State Director<br>Selective Service System<br>702 Blackhawk Avenue<br>Madison, WI 53705                                    |
| 48 Wyoming.....         | VIII          | State Director<br>Selective Service System<br>308 West 21st Street<br>Cheyenne, WY 82001                                   |

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By Order of the Secretary of the Army:

Official:

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Major General, United States Army  
The Adjutant General

CREIGHTON W. ABRAMS  
General, United States Army  
Chief of Staff

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