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1945, Truman to William

Truman Jones

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BUREAU OF NAVAL PERSONNEL
WASHINGTON

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FAMILY ALLOWANCES

NAVY DEPARTMENT, WASHINGTON 25, D. C.

M. O. P.

U. S. NAVY RECRUITING STATION
OLD POST OFFICE BUILDING
DES MOINES, IOWA

Dear Shipmate:

Congratulations are indeed in order on your being accepted for duty with the United States Navy. You are now a part of that great fighting force which is doing so much to preserve the freedom and democracy of our country.

In a short time, you will be arriving at one of the Naval Training Stations to begin your new career. The following information will be of value to you in helping you to get started at the training station:

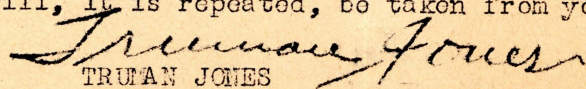
INSURANCE. Every man in the Armed Forces of the United States is entitled to take out up to \$10,000 in Government insurance. This insurance is the cheapest insurance available, and I believe an absolute necessity in the case of every man entering the Navy today. Between now and the time you arrive at the training station you should give the matter of insurance your most serious consideration. If you are returning home on leave, talk it over with your next of kin. Determine whom you will make the beneficiary of this insurance. Have in your possession the necessary data regarding the full name, age, and date of birth of the prospective beneficiary or beneficiaries. This will expedite matters so that you will be fully covered with the maximum amount of insurance with the least possible delay. Failure to have the proper information regarding beneficiaries is the greatest cause of delay in completing application for insurance.

LETTERS OF RECOMMENDATION. If you have been performing any kind of skilled work, make sure that you obtain letters from your former employers showing what you have done, the amount of time you have spent on each job, and the particular type of work in which you have become skilled. Also, get transcripts of your school records if possible and have these letters of recommendation and school records in your possession.

Every man entering the Navy is assured of at least one advancement in rating prior to leaving the training station, and in many cases it is possible to advance up to and including first class petty officer. Naturally, these higher advancements depend upon your ability to perform certain types of work as shown by these letters which you may have and by your skill which can be determined at the station by examination. The Navy wants every man to advance in his line of work and every effort is made to place a man where he will do the most good. If you have certain skills which the Navy can use and you produce proof of these skills, you will be advanced in that line of work, thereby saving valuable time in trying to train you for some new skill.

PERSONAL POSSESSIONS. When departing for a training station, you need have but a very small number of personal articles in your possession. One change of inner garments (underwear and socks) and possibly a couple of handkerchiefs is all the clothing you need take along. Uniforms are issued almost immediately after you arrive and your civilian clothing must be returned home. The less you have to pack and return the better.

You will take your personal toilet articles with you: Safety Razor, Shaving Cream, Toothpaste, or Powder. It is important, however, that you take nothing in a glass container. Such articles are taken from you when you arrive at the training station as you are living out of a sea bag during your indoctrinal training and the breaking of a glass container will spoil your complete outfit of clothing. If you bring toothpaste and shaving gear, make sure they are in tubes and not in glass containers. Everything contained in glass will, it is repeated, be taken from you.


TRUMAN JONES
Lieut. Comdr. D-V(S) USNR.
Officer in Charge.