



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON, FORT BELVOIR  
HEADQUARTERS BATTALION  
6089 ABBOT ROAD, BUILDING 2118  
FORT BELVOIR VA 22060-5205

IMBV-HB

27 August 2014

Dear Eagle Team Member,

Welcome and congratulations on your assignment to Headquarters Battalion, US Army Garrison, Fort Belvoir. You are being assigned to an installation that is rich in tradition. Your assignment here will be both challenging and rewarding.

The Battalion's leadership, from myself and the Command Sergeant Major down, are committed to ensuring that our organization is a trained, disciplined and cohesive team of Soldiers and Civilians who provide responsive, efficient and effective support to the Fort Belvoir Garrison and the Military District of Washington.

At the same time, we are committed to taking care of our extended Eagle Team Families and ensuring that we balance our personal and professional lives.

To assist you with a smooth transition to the Battalion, a sponsor will contact you shortly with more information. You can also go online for more information about Fort Belvoir at [www.belvoir.army.mil](http://www.belvoir.army.mil). For information about Headquarters Battalion, please visit [www.hqbn.belvoir.army.mil](http://www.hqbn.belvoir.army.mil), or [www.facebook.com/#!/HeadquartersBattalionFortBelvoirVA](https://www.facebook.com/#!/HeadquartersBattalionFortBelvoirVA).

Once again, welcome to the Eagle Team. We are excited for you to join the Battalion and look forward to serving with you and getting to know your family.

Sincerely,

<<<Original Signed>>>  
CHARLES H. WILLIAMS, JR  
CSM, USA  
Command Sergeant Major

<<<Original Signed>>>  
PHILIP V. LENZ  
LTC, AD  
Commanding