

WESTERN DEFENSE COMMAND FOURTH ARMY  
Office of Assistant Chief of Staff, Civil Affairs Division

WARTIME CIVIL CONTROL ADMINISTRATION  
1231 Market Street  
San Francisco, California

August 11, 1942

MEMORANDUM FOR: All Assembly Center Managers

SUBJECT: Applications for Release

1. Please be advised that the following information is necessary on all applications for release from assembly centers for the purpose of voluntary evacuation (other than mixed marriages):

- a. Name, age, sex, weight and height of applicant.
- b. Citizen or non-citizen.
- c. If employment involved, verification of employment by proposed employer.
- d. If no employment involved, evidence of financial condition of applicant, or availability of funds to him in order to insure applicant not becoming a public charge.
- e. Immediate availability of funds to provide cost of transportation, which except in exceptional cases, must be by public carrier.
- f. If relocation involves joining of family, the names of the members of the family to be joined.
- g. Letter from Law enforcement agency of locality wherein it is proposed to reside, stating that there is no objection to the establishment of residence at that place.

2. Voluntary evacuation must be beyond the boundaries of the Western Defense Command, which command includes the states of Washington, Idaho, Montana, Oregon, California, Nevada, Utah, and Arizona. Until further notice, no voluntary evacuation is being allowed into the state of Colorado, unless unusual circumstances obtain and the case

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is most exceptional.

3. Request further that you disseminate throughout your center the fact that all requests for voluntary evacuation will be made directly to the Center Manager of the center wherein the applicant resides. You may then insure that the application contains all of the information set forth in Paragraph 1, make any comments deemed pertinent to the case and forward the completed application to this office for action.

/s/ E. Sandquist  
E. Sandquist, Chief  
Operations Section  
T.S.O. Branch