



<b>ICS-213</b>						<small>Year</small>
<b>NUMBER</b>	<b>PRECEDENCE (CIRCLE ONE)</b>	<b>FROM STATION</b>	<b>CHECK</b>	<b>PLACE OF ORIGIN</b>	<b>TIME FILED</b> <small>24 hours format</small>	<b>DATE FILED</b> <small>Month Day</small>

<b>TO:</b>	<small>Name</small>	<small>Department</small>	<b>POSITION:</b>	
<b>FROM:</b>	<small>Name</small>	<small>Department</small>	<b>POSITION:</b>	
<b>SUBJECT:</b>				

MESSAGE BODY:				
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				45

<b>RECEIVED FROM:</b> <small>Print name</small>		<b>INITIALS:</b>		<b>POSITION:</b>	
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<b>RECEIVED BY:</b>	<small>(Call sign)</small>	<b>RECEIVED TIME:</b> <small>24 hours format</small>		<b>RECEIVED DATE:</b> <small>Month Day</small>	
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REPLY					
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<b>REPLY TO MESSAGE NUMBER</b>	<b>FROM STATION</b>	<b>CHECK</b>	<b>PLACE OF ORIGIN</b>	<b>TIME FILED</b> <small>24 hours format</small>	<b>DATE FILED</b> <small>Month Day</small>
<small>(Message number above)</small>					

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<b>RECEIVED FROM:</b> <small>Print name</small>		<b>INITIALS:</b>		<b>POSITION:</b>	
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