

Figure C16.F5. Form Letter - Notification Memorandum of a New Sister Foreign Military Sales Case.

[OFFICIAL LETTERHEAD - Implementing Agency]

[Date]

MEMORANDUM FOR: [Partner Point of Contact Title]

FROM: [Implementing Agency / Military Group Point of Contact Title]

SUBJECT: Notification of Legacy Foreign Military Sales Case Closure Initiative and Establishment of Sister Foreign Military Sales Case

In support of [Executive Order 14268](#) and to strengthen the financial integrity of the Security Cooperation (SC) program, the Defense Security Cooperation Agency (DSCA) is closing Legacy Foreign Military Sales (FMS) Letters of Offer and Acceptance (LOA) implemented in United States Fiscal Year (FY) 2017 and prior. This memorandum is notification of this initiative and how [\[Implementing Agency\]](#) will ensure your FMS requirements continue to be fulfilled during its execution.

The DSCA's FY 2026 closure targets include Legacy cases from your portfolio. Although the initiative affects cases with pending deliveries, it is largely administrative and should require little effort on your part. [\[Implementing Agency\]](#) is working with DSCA to prevent any loss of funds or delivery delays while meeting our Department's requirements.

To continue executing Legacy cases with pending deliveries, [\[Implementing Agency\]](#) is developing a Sister FMS case, which assumes the remaining active scope (e.g., active procurement, training, or services) from Legacy case [\[Legacy Case ID\]](#) and allows the completed portions of [\[Legacy Case ID\]](#) to proceed to reconciliation and closure in compliance with [DSCA Policy Memorandum 25-97](#). This new Sister FMS case, [\[Sister Case ID\]](#), will not require an initial deposit nor a new Letter of Request (LOR) from you to implement. Shortly after new [\[Sister Case ID\]](#) is implemented, we will initiate concurrent modifications to expeditiously complete the transfer of the remaining residual scope and funding from [\[Legacy Case ID\]](#) and move to [\[Sister Case ID\]](#) with no change in scope or cost. The concurrent modifications will update the current quantities and pricing for [\[Sister Case ID\]](#), transfer funding, and make any necessary updates to the payment schedule to complete this administrative update to allow the work to continue in compliance with our financial requirements. These actions will be accomplished via modification; therefore, the Sister FMS case will be implemented without partner signature.

We value [\[Partner\]](#)'s partnership in this effort as we work to quickly and efficiently close FMS cases. For questions concerning this Notification, please contact [\[IA/ Point of Contact Information\]](#); we will work with DSCA to ensure a seamless transition.

[Signature]

[Name] [Title]

[Implementing Agency]

CC: United States Military Group