

REQUEST FOR ISSUE OR TURN-IN				ISSUE TURN-IN		SHEET NO.	NO. OF SHEETS	5. REQUEST NUMBER		
1. FROM:				6. DATE MATERIEL REQUIRED			7. PRIORITY			
2. TO:				8. VOUCHER NUMBER			9. POSTED		DATE	BY
3. APPROPRIATION SYMBOL AND SUBHEAD		OBJECT CLASS	EXPENDITURE ACCOUNT (From) (To)		CHARGEABLE ACTIVITY	BUREAU CONTROL ACTIVITY NUMBER	BUREAU CONTROL NUMBER		AMOUNT	
JOB ORDER										
4. END ITEM IDENTIFICATION		a. NAME AND MANUFACTURER			b. MODEL	c. SERIAL NUMBER		d. PUBLICATION		
ITEM NO. (a)	STOCK NUMBER AND DESCRIPTION OF MATERIEL AND/OR SERVICES (b)				• CODE (c)	UNIT OF ISSUE (d)	QUANTITY (e)	SUPPLY ACTION (f)	UNIT PRICE (g)	TOTAL COST (h)
<i>*ISSUE-I-Initial; R-Replacement</i>								<i>TURN-IN-U-Unserviceable; S-Serviceable</i>		
10. ISSUE OR TURN-IN OF QUANTITIES IN "QUANTITY" COL- UMN IS REQUESTED		DATE	BY			11. RECEIVED QUANTITIES IN "SUPPLY ACTION" COLUMN		DATE	BY	
GRAND TOTAL										