



ATOBTN-TT (710-2a)

DATE: _____

MEMORANDUM FOR: Supply Room

SUBJECT: EQUIPMENT REQUEST

1. The following activity is planning:

a. WHO: _____

c. WHEN: _____

b. WHAT: _____

d. WHERE: _____

2. Request the following equipment be issued in support of training of _____ SROTC students, Per authority contained in 2ROTCR REG 710-2, Cadet Handbook Chapter 9-2-b. Requisitions for Supplies not normally available through the ROTC supply room must be made forty working days In advance.

ITEM	QTY	APPROVED
a. _____		
b. _____		
c. _____		
d. _____		
e. _____		
f. _____		
g. _____		
h. _____		
i. _____		

ITEM	QTY	APPROVED
j. _____		
k. _____		
l. _____		
m. _____		
n. _____		
o. _____		
p. _____		
q. _____		
r. _____		

3. "GOLDEN EAGLES DON'T QUIT!"
 NOTE: "LACK OF PLANNING ON YOUR PART DOES NOT CONSTITUTE AN EMERGENCY ON MY PART!"

4. POINTS OF CONTACT:

Signature: _____
 Cadet /Requestor

Signature: _____
 Cadre/Instructor

5. All equipment must be clean before turn-in!

6. Requested By: _____
 (Print)

Rec'd By: _____
 (Sign)