

UNITED STATES POWER SQUADRONS® EDUCATION DEPARTMENT

Materials Request

Date : _____

Routing	
From	To
Ch, _____ Com	ANEO & ChPubCom
ChPubCom	USPS HQ

Please procure the material identified below in the quantity specified:

Inventory No.	Inventory Description	Quantity Requested	Approximate Yearly Usage

- ☐ This is an unchanged reprint .
- ☐ This is a reprint with changes.
- ☐ CD and Camera-ready copy shipped separately to: _____
- ☐ This is new material. New Inventory Control No. is required.
- ☐ Assign to _____ Subclass(es)
- ☐ Set Reorder Point at _____
- ☐ Delete material from Inventory, now obsolete.

SPECIAL INSTRUCTIONS: (Color, binding, drilling, packaging, delivery)

Requestor/Signed

Committee

Date

ChPubCom Signature for ANEO

Date

NEO Signature
If required by cost or volume limitations.

Date