

Regional Headquarters
ATT: RQMS

Department of Defence - HQAAC (ONLY)

Unit Stores Requisition

Sub Unit Number

To	From	HQAAC Registered Number
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Priority (Please tick appropriate box)

Immediate Urgent Routine Stock Replenishment

* Reason Code (A separate Requisition is NOT REQUIRED for each code)

A. Replenishment of consumable Stores.
C. Initial issue against authorised entitlement.
D. Required for authorised project activity.
O. Normal maintenance restocking.

Cadet Unit/Address and Cadet Unit Reference Number

Required Delivery Date - Optional

PARADE STRENGTH	UNIT STRENGTH

Current Parade and Unit Strength to be Filled In

Serial No.	NSN	Item	Quantity	*Reason Code	TDN/Advice	Qty R'cud
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

Stock Code (NSN) , Description, Quantity are to be completed .

Any Remarks or Special Requirements (if applicable)

Remarks/Statement of Requirement/Justification

The "Submitted by" must be filled out, including Name, E-mail address, contact Phone Number and Date

Submitted by:

(Printed Name) (Rank) (E-mail address if different from sender) (Phone No.) (Date)

Fostered Unit Contact Details, as/if required

(Printed Name) (Rank) (E-mail address) (Phone No.) (Date)

Approved Not Approved by

(Printed Name) (Rank) (Phone No.) (Date)

To be completed by the Regional RQMS before e-mailing to "BDPAACLOG"

Unit Stores Requisition

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HQAAC Registered Number

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PARADE STRENGTH	UNIT STRENGTH

Serial No.	NSN	Item	Quantity	Qty Adjusted **HQ AAC ONLY**	*Reason Code	TDN/Advice	Qty R'cvd
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

Remarks/Statement of Requirement/Justification

Submitted by:

(Printed Name) (Rank) (E-mail address if different from sender) (Phone No.) (Date)

Fostered Unit Contact Details, as/if required

(Printed Name) (Rank) (E-mail address) (Phone No.) (Date)

Approved Not Approved by _____

(Printed Name) (Rank) (Phone No.) (Date)