

**United States Army Donations Program
Qualification Checklist for Donation of Combat Materiel
Veterans' Service Organizations**

Please complete the following questionnaire and return this form with the required documents outlined below:

Full Name of Organization (ORG): _____

ORG Physical Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ FAX Number: _____

ORG E-mail Address: _____

ORG Mailing Address (if different than above): _____

City: _____ State: _____ Zip Code: _____

ORG Representative (REP): _____

Contact Information (If Different than above), Telephone Number: _____

Contact E-mail Address (If Different than above): _____

Name of Organization that owns the display site: _____

Address of Display site (if different from ORG): _____

City: _____ State: _____ Zip Code: _____

GPS Display Site Coordinates: _____

Type of Combat Equipment being requested (**check only one**):

Tracked Vehicle Towed Artillery Helicopter Any Combat Material

Size Restrictions, maximum Length and Width: _____ Feet x _____ Feet

Do you currently possess combat equipment as static display? _____ Yes _____ No

REP's Signature

Date

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Please read the following conditions and initial after each.

Combat Material issued to your organization cannot be loaned, sold, transferred, given to or used by any other organization. This equipment remains the property of the United States Government and must be returned to the US Army when no longer needed by your organization. _____ (Initial)

Upon receipt and approval of your application, you will be offered a suitable display piece as they become available. The availability of any Army equipment for use as a static display is very limited. It is recommended you apply for a static piece in order to maintain your request in an open status until an asset becomes available. _____ (Initial)

Upon acceptance of an item, your organization will be responsible for all release, demilitarization, display site preparation and transportation costs associated with the conditional loan of display equipment. Depending upon the type of equipment available: demilitarization, radiological and release costs can exceed several thousand dollars. _____ (Initial)

Please identify **maximum dollar amount** that you are prepared to pay for demilitarization/radiological and release costs (**check one**):

Not to Exceed \$1000 Not to Exceed \$10,000 Exceeds \$10,001

Transportation of an item will be at your expense via a commercial carrier. Combat equipment can be located throughout the Continental United States of America, distance from current location to display site will vary. This cost will be dependent upon the commercial carrier you hire to move the item for you and the distance from its current location to your display site. _____ (Initial)

Due to the distance combat equipment may have to be transported and associated costs, please identify the distance your organization is willing to consider for an offer (**check one**): With-in State With-in Region No prohibition on distance

In the event that an offer for combat equipment is not made within a three year period from the date of this request or an offer is made and refused by the organization, the organization must reapply for qualification of combat material under this program. _____ (Initial)

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Retain this page for your records.

Please submit the following information to:

US Army TACOM
ATTN: AMSTA-LCL-IW, M/S: 419D
6501 E. 11 Mile Road
Detroit Arsenal, MI 48397-5000

- (1) **Checklist** for Donations of Combat Materiel Veterans' Organizations. (Pages 1&2)
- (2) **Veteran Service Organization Written Request** for combat equipment under 10 USC 2572 signed by the local commander, commandant, or president of the organization.
- (3) **National Headquarters' Endorsement Letter.** Send your written request for combat equipment to your national headquarters office. National headquarters is required to verify your organization is in good standing. The national headquarters office will send their verification letter along with your written request to the Army Donations Program at TACOM for processing.
- (4) **Ceremonial Rifle Inventory.** List all rifles by model, manufacturer, and serial number. If your organization does not have any weapons, write "NONE" on line 1 of this form (page one). Sign your name on the second page and have the form notarized.
- (5) **Privacy Act Notice.**
- (6) **Annual Certification of Army Material Status.** Complete for each piece of equipment currently in the organization's possession.
- (7) **Site photograph(s).** These photograph(s) must show where you intend to place the display item. It must include surrounding landmarks including your facility or the Park signs and setting.
- (8) **Static Display Photograph(s).** Photograph(s) must clearly show any display equipment your organization received. This includes display items located in parks and cemeteries or at memorial sites.
- (9) **Map of the Local Area/GPS Coordinates.** This map must pinpoint the location of your organization's proposed display site. It must be detailed enough to permit visitors and/or inspectors unfamiliar with the local area to easily find the display.
- (10) **Land Owner Approval.** If the display will be located on municipal property, you are required to provide a copy of the board approval (i.e. council minutes or resolution) from the City/Township Council, County Board of Commissioners, and/or other appropriate law making governing body. This document will state the governing body will allow the placement of the Army asset on publicly owned land. Equipment cannot be placed on privately owned property.