

# QUARTERMASTER'S REQUEST

# BSA TROOP 66

The undersigned, Quartermaster of Troop 66, hereby makes request for the purchase of the following equipment and/or supplies for Troop or Patrol use.

### Consumable Equipment/Supplies:

- \_\_\_ small bottles of propane
- Refill large bottles of propane
- Spare mantles for two mantle lantern
- Spare globes for two mantle lantern
- Spare mantles for Northstar lantern
- Spare globes for Northstar lantern
- Box of Strike Anywhere Matches/Lighter
- 20lb bag of Charcoal Briquettes
- \_\_\_\_\_

### Request Approved

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### NOTE:

The Quartermaster is not authorized to purchase any equipment or supplies including consumables without prior approval of the Troop Committee or for consumables by their designated representative.

Submit receipts to the Troop Treasurer for reimbursement or issuance of a check if the total cost is known.

Request for Purchases of New Equipment costing \$50.00 or more needs review and approval of the Troop Committee prior to purchase.

### Report of Loss or Damage to Troop / Patrol Equipment

### Replacement Approved

Lost/Damaged Item: \_\_\_\_\_ Est. Cost: \_\_\_\_\_  \_\_\_\_\_

Suspected Cause of Damage:  Worn out  In transit  Non-malicious accident  Maliciously by: \_\_\_\_\_

Recommended Action: \_\_\_\_\_

Lost/Damaged Item: \_\_\_\_\_ Est. Cost: \_\_\_\_\_  \_\_\_\_\_

Suspected Cause of damage/loss:  Worn out  In transit  Non-malicious accident  Maliciously by: \_\_\_\_\_

Recommended Action: \_\_\_\_\_

### Request Purchase of Other Equipment / Supplies (New / Replacement)

### Request Approved

Item: \_\_\_\_\_ Est. Cost: \_\_\_\_\_  \_\_\_\_\_

Reason(s) for Purchase: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Item: \_\_\_\_\_ Est. Cost: \_\_\_\_\_  \_\_\_\_\_

Reason(s) for Purchase: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submitted to the Troop Committee for Review and Approval on \_\_\_\_\_.

Quartermaster: \_\_\_\_\_

ASM - Equipment: \_\_\_\_\_