MATERIAL REQUISITION REGISTER

A. DOC. IDENT	1. ROUT IDENT	2. M/S	B. ORIG/SS/REC
3. FSC	4. N I I N	5. ADDT	6. U/I
C. QUANTITY	STATUS		D. PCN
E. MFG CODE	F. PART NUMBER		
G. REFERENCE			
H. DOCUMENT NUMBER		I. JOB CONTROL NUMBER	
7. DM	8. SUPPL ADDRESS	9. SIG	J. TYPE EQUIP
K. BUREAU/SER NO.	L. WORK UNIT CODE		M. REQUESTED BY/TIME
N. RIC	O. FC	10. DISTR	P. PROJ	Q. PRI	R. RDD

65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80

81. UNIT PRICE	82. CARD CODE
83. REMARKS: (NOMENCLATURE. ETC.)	
84. RECEIVED/DELIVERED BY	85. DATE / 86. TIME

OPNAV 4790/11 (REV. 1-75)

NOTES:

1. ALPHABETICAL BLOCKS TO FILL OUT BY REQUISITIONER IF APPLICABLE.

2. NUMERIC BLOCKS TO BE COMPLETED BY SUPPLY ACTIVITY.

3. STATUS BLOCK FOR JOINT USE AS DEEMED NECESSARY FOR LOCAL USE.

4. FOR WILL BE TWO-PART STANDARD CARBON.

5. COPY ONE (ORIGINAL) WILL BE FILED BY BUREAU NUMBER IN SECTION'S B. C. OR D OF MATERIAL CONTROL BOARD AS APPLICABLE.

6. COPY TWO (CARBON) WILL BE DISPLAYED BY DOCUMENT NUMBER SEQUENCE IN SECTION E OF MATERIAL CONTROL BOARD.

7. COPY TWO (CARBON) NOT REQUISITIONED AGAINST A PARTICULAR BUREAU NUMBER MAY BE DISCARDED AS COPY ONE IN MASTER REGISTER SECTION E WILL SUFFICE.

8. AS BUREAU NUMBERS ARE CHANGED DUE TO CANNIBALIZATION ACTIONS, PENCIL CHANGE WILL BE ANNOTATED ON BOTH COPIES, AND COPY ONE WILL BE SHIFTED TO APPLICABLE BUREAU NUMBER.

9. AFTER RECEIPT OF MATERIAL OR CANCELLATION, COPIES ONE AND TWO WILL BE REMOVED FROM VISUAL DISPLAY REGISTER AND DISCARDED OR FILED AS LOCAL PROCEDURES REQUIRE.

10. HEAVY OUTLINED BLOCKS CONTAIN DATA NECESSARY FOR MILSTRIP REQUISITION FORMAT (READ TOP TO BOTTOM. LEFT TO RIGHT).

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