DLA DISPOSITION SERVICES Prescribed by: DoD 5000.64 Sponsor: Disposition Services REQUEST FORM FOR GOODS AND SERVICES **ADMINISTRATIVE INFORMATION** 1. TITLE OF REQUEST 2. REQUIRING ACTIVITY 3. TYPE OF REQUEST 4. CURRENT CONTRACT 5. CURRENT CONTRACT NUMBER 6. ESTIMATED COST OF ACQUISITION Goods Services Yes No 7. POINT OF CONTACT INFORMATION CONTACT NAME **PHONE EMAIL** PRIMARY ALTERNATE RESOURCE ANALYST AREA MANAGER / SUPERVISOR 9. WILL A UFR BE REQUESTED 8. WHAT FY FUNDS ARE USED 10. WHO IS PROVIDING THE FUNDING | Yes | No **GOODS REQUIREMENT INFORMATION** 11. DESCRIBE THE GOODS 12. LIST THE SALIENT CHARACTERISTICS FOR GOODS NEEDED 13. PROVIDE THE DESTINATION(S) AND QUANTITY

DLA DISPOSITION SERVICES REQUEST FORM FOR GOODS AND SERVICES

Prescribed by: DoD 5000.64 Sponsor: Disposition Services

SERVICE REQUIREMENT INFORMATION	
14. DESCRIBE THE SERVICE	
14. DEGONDE THE SERVICE	
15. LIST THE CHARACTERISTICS FOR THE SERVICE THAT IS NEEDED	
16. PROVIDE THE DESTINATION AND QUANTITY	
MARKET RESEARCH	
17. HAS ANY MARKET RESEARCH BEEN CONDUCTED PRIOR TO SUBMISSION	
☐ Yes ☐ No	
18. PROVIDE INFORMATION (i.e. MAKE, MODEL, PART NUMBER, COST, WEBSITE, QUOTE)	
16. I NOVIDE IN ONWATION (i.e. MAKE, MODEL, I AKT NOWBER, COST, WEBSITE, QOOTE)	
40 COLUDOE DOO DIJONE NIJADED AND EMAIL ADDDEGO JE ADDJIOADLE	
19. SOURCE: POC, PHONE NUMBER AND EMAIL ADDRESS, IF APPLICABLE	
SEND COMPLETED REQUEST FORM AND ANY SUPPORTING DOCUMENTATION TO SALESANDOPSCONTRA	ACTREQUIREMENTS@DLA.MIL
REQUIREMENTS WILL ASSIGN AN ACTION OFFICER AND YOU WILL BE CONTACTED WITHIN THREE BUSINI	