

# CANCELLATION/REBUY ACTION

## SECTION I (Prepared by DP & P)

**TO:** (Director/Chief, Supply Operations Office Symbol)

**FROM:** (Director/Chief, Procurement & Production Office Symbol)

1. NSN(S)/PART NUMBER(S)

2. REQUISITION NUMBER(S)

3. CONTRACT NUMBER

4. CANCELLATION OF SUBJECT CONTRACT USING CANCELLATION CODE RB IS CONTEMPLATED ("X" applicable box)

TERMINATION FOR DEFAULT

OTHER (Specify)

TERMINATION FOR CONVENIENCE

*NOTE: Repurchase of the item(s) cannot be made unless you initiate reorder action.*

5. REMARKS

6. CONTRACT ADMINISTRATOR/PROCUREMENT AGENT SIGNATURE AND DATE

7. CONTRACTING OFFICER SIGNATURE AND DATE

## SECTION II (Prepared by DSO)

**TO:** (Director, Chief, Procurement & Production Office Symbol)

**FROM:** (Director/Chief, Supply Operations Office Symbol)

1. THE FOLLOWING ACTION HAS BEEN TAKEN FOR THE ABOVE LISTED NSN(S)/PART NUMBER(S)

A REPURCHASE ACTION HAS BEEN TAKEN.  
THE REPURCHASE P.R. NUMBER(S) IS/ARE:

REPURCHASE ACTION IS NOT WARRANTED

2. REMARKS

3. ITEM MANAGER SIGNATURE AND DATE

4. SECTION CHIEF SIGNATURE AND DATE