

U.S. ARMY DONATIONS PROGRAM

ORDER ASSISTANCE GUIDE



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PROGRAM OVERVIEW



Since 1928, the Army has provided excess/obsolete rifles, ammunition, and clips to American Legion posts, Veterans of Foreign Wars posts, Disabled American Veterans chapters, and other veterans organizations free of charge for various purposes such as performing military funeral honors, and to use at parades or other events. To take advantage of this program you will need to communicate with:

TACOM

TANK AUTOMOTIVE AND ARMAMENTS COMMAND
MANAGES THE ARMY'S GROUND EQUIPMENT SUPPLY CHAIN
PROVIDES M1 GARAND RIFLE

WWW.TACOM.ARMY.MIL/ILSC/DONATIONS/RIFLES

JMC

JOINT MUNITIONS COMMAND
MANAGES AMMUNITION FOR THE DEPARTMENT OF DEFENSE
PROVIDES CALIBER .30 ROUNDS/CLIPS

WWW.JMC.ARMY.MIL/CEREMONIALAMMO.ASPX

ORGANIZATIONS AUTHORIZED TO PARTICIPATE IN PROGRAM:

LAW ENFORCEMENT AGENCIES

VETERANS SERVICE ORGANIZATIONS (VSO)

NATIONAL CEMETERIES

UNAUTHORIZED ORGANIZATIONS

(Per Army Regulation 71-32)

ACTIVE U.S. MILITARY

NATIONAL GUARD

RESERVE ORGANIZATIONS

The ceremonial rifle and ammunition programs are conducted in accordance with Title 10, United States Code § 4683 (Per Army Regulation 700-131).

IMPORTANT THINGS TO KNOW BEFORE YOU GET STARTED

Before you can request ceremonial ammunition, you must first start with TACOM to get your rifles. JMC can't provide ceremonial ammunition to organizations that use privately-owned weapons or that borrow weapons from another organization.

TACOM requires a certification on the inventory of weapons once every three years, which must be completed prior to submitting a ceremonial ammunition request to JMC.

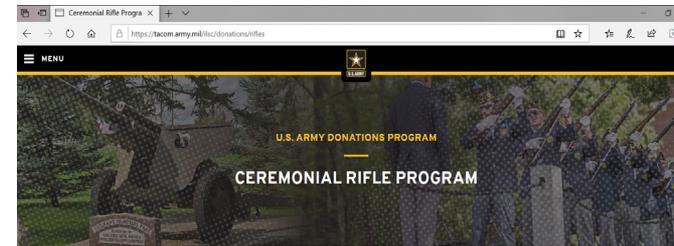
Discrepancies between TACOM records and Veterans Service Organizations inventory can take quite some time to rectify and can cause delays, so we suggest you start your request process early.

If you **DO NOT** have TACOM rifles assigned to you, you will need to complete the request forms to get them.

STEP ONE (START WITH TACOM)

Go to:

[WWW.TACOM.ARMY.MIL/ILSC/DONATIONS/RIFLES](https://www.tacom.army.mil/ilsc/donations/rifles)



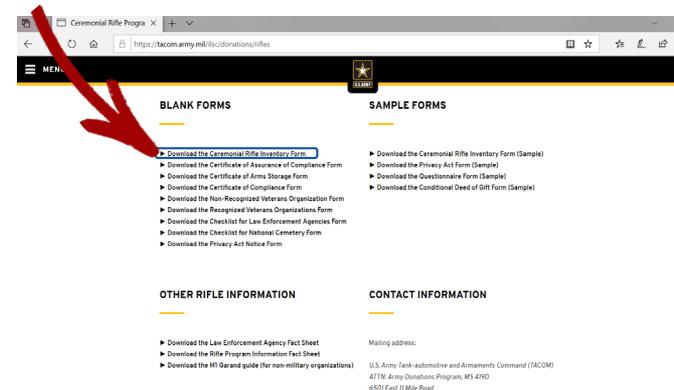
CEREMONIAL RIFLE PROGRAM OVERVIEW



The Ceremonial Rifle Program is conducted by the Army Donations Program Office in the Integrated Logistics Support Center of the U.S. Army Tank Automotive and Armaments Command at Detrick Arsenal, Michigan. The program is conducted in accordance with Title 10 United States Code §7663 as

Complete form:

CEREMONIAL RIFLE INVENTORY FORM, ADPO R-3



TACOM FORM EXAMPLE CEREMONIAL RIFLE INVENTORY FORM

**IF THE REQUIREMENTS ARE NOT MET,
YOUR FORM WILL BE RETURNED,
CAUSING DELAYS IN YOUR ORDER.**

Check on your rifle and make sure you list the correct model, manufacturer, and serial numbers.

CEREMONIAL RIFLE INVENTORY FORM		
SECTION I -- ORGANIZATION INFORMATION		
1. Organization Name: <i>American Legion Post 123</i>	2. City: <i>Warren</i>	3. State: <i>MI</i>
SECTION II -- STATUS OF US ARMY OWNED CEREMONIAL RIFLES ISSUED TO ORGANIZATION		
In accordance with the Conditional Deed of Gift(s), AR 700-131 and Title 10 USC §4683, I hereby certify that the following United States Army owned rifles conditionally issued for ceremonial use to the above organization are:		
<input checked="" type="checkbox"/> still required and used in the manner agreed upon in the original statement. <input type="checkbox"/> no longer required. Request the ceremonial rifle team provide disposition instructions to return ceremonial rifles. <input type="checkbox"/> Our organization does not have any ceremonial rifles on hand.		
SECTION III -- RIFLE LISTING		
1.	Model: <i>M1917</i>	Manufacturer: <i>Springfield</i> Serial Number: <i>12345</i>
2.	Model: <i>M1903A3</i>	Manufacturer: <i>Remington</i> Serial Number: <i>67890</i>
3.	Model: <i>M1 Garand</i>	Manufacturer: <i>Springfield</i> Serial Number: <i>79154</i>
4.	Model: <i>M1 Garand</i>	Manufacturer: <i>International Harvester</i> Serial Number: <i>54321</i>
5.	Model: <i>M1903A3</i>	Manufacturer: <i>Smith-Corona</i> Serial Number: <i>38257</i>
6.	Model: <i>M1917</i>	Manufacturer: <i>Winchester</i> Serial Number: <i>41392</i>
7.	Model: <i>M1903</i>	Manufacturer: <i>RIA</i> Serial Number: <i>28510</i>
8.	Model:	Manufacturer: Serial Number:

18.	Model:	Manufacturer:	Serial Number:
19.	Model:	Manufacturer:	Serial Number:
20.	Model:	Manufacturer:	Serial Number:
If you have additional weapons, list them on a separate piece of paper and attach to this form.			
SECTION IV -- ACKNOWLEDGEMENT			
By signing below, I hereby certify that to the best of my knowledge and belief that a 100% inventory of all Ceremonial Rifles in our possession was performed and that the rifles listed above (and on attachments) are the only rifles in the possession of this organization at this time and that all of my statements are true, correct, complete and made in good faith. I understand and acknowledge that concealing material fact and/or making a false statement is a violation of Title 18 USC §1001 and may result in the cancellation of the Conditional Deed for any US Army property on loan to my organization and is punishable by fine or imprisonment. Furthermore, if any additional rifles are located we will notify the US Army within 30 days of their discovery.			
1. Signature of Highest Ranking Official: <i>John E. Doe</i>		2. Date Signed: <i>5/31/2017</i>	
3. Printed Name of Person Signing (First, Middle Initial, Last): <i>John E. Doe</i>			
4. Organization Telephone Number: <i>586-232-5432</i>		5. Organization Email Address: <i>a1post123@gmail.com</i>	
SECTION V -- NOTARY ENDORSEMENT			
1. Official Notary Signature: <i>Jane Q. Public</i>		2. Notary Seal/Stamp:	

Complete your organization name and post number if applicable.

Check the box to certify that you still agree to the conditional deed of gift that was originally signed when you received your rifles.

Have the officer at your post sign and date the second page of the form. Include a 10-digit phone number and valid email address.

THIS FORM IS REQUIRED TO BE NOTARIZED.

STEP TWO

PLACE CEREMONIAL AMMUNITION REQUEST WITH JMC

Send order request forms to JMC via email. Emailing request forms allows the order to be processed quickly and efficiently.

Requesting ceremonial rifle ammo from JMC by mail can add 2-3 weeks to the ordering process.

Forms can be found on the JMC website:

WWW.JMC.ARMY.MIL/CEREMONIALAMMO.ASPX

e-mail completed forms to:

USARMY.RIA.JMC.MBX.CARG@MAIL.MIL

(Make sure to upload the completed forms as attachments.)

Fax completed forms to:

309-782-7292

If no one in the organization has e-mail, then forms can be mailed as a last resort.

REQUESTS ARE PROCESSED WITHIN 4-8 WEEKS OF RECEIPT

Mail forms to:

**HQ U.S. ARMY JOINT MUNITIONS COMMAND
ATTN: D WILLIAMS/MLD
2695 RODMAN AVE
ROCK ISLAND, IL 61299-6000**

For authorized organizations, forms are sent to the following officer's residential address:

Officer of AL = Commander or Adjutant
Officer of VFW = Commander, Quartermaster
Officer of DAV = Commander or Adjutant
Officer of MCL = Commandant, Sr. Vice Commandant
Officer of AMVETS = Commander, 1st Vice Commander

Request for forms must provide the current post officer's name (as listed above), home mailing address, phone number, post designation, post number, and the city/state where the post is located.

JMC uses two request forms.

To request blank rounds of ammunition:

**THE VETERANS ORGANIZATION REQUEST FOR
CARTRIDGE CALIBER .30 BLANK,
AMSJM FORM 725-1**

To request clips:

**THE VETERANS ORGANIZATION REQUEST FOR
CTG .30 CALIBER 8 ROUND CLIPS,
AMSJM FORM 725-2**

The use of ceremonial ammunition obtained from sources other than the Joint Munitions Command is prohibited and could result in damage to the rifle or could cause serious harm or injury to the user.



THINGS TO KNOW

PROCESSING YOUR REQUEST FOR CEREMONIAL AMMUNITION AND/OR CLIPS

Once your request is received, JMC will initiate the request process and confirm your organization is a VSO.

If your organization is confirmed as a VSO, JMC will verify with TACOM that your organization has completed the required inventory. If you are compliant, the request process will continue.

Once TACOM updates your organization as compliant, JMC will send your request to the national headquarters for approval to release the ammunition and/or clips requested from the inventory. Then the request will be prepared, boxed, and shipped.



JMC FORM EXAMPLE

AMSJM FORM 725-1 FOR BLANK ROUNDS OF AMMUNITION

VETERANS ORGANIZATION REQUEST FOR CARTRIDGE, CALIBER .30 BLANK

Only authorized organizations that have been issued weapons through the Ceremonial Rifle Program at the US Army TACOM Life Cycle Management Command in Warren, MI are authorized to order, receive, and use blank ammunition and/or clips. If you have privately owned weapons or borrow weapons from another organization, your organization is not authorized to receive blank ammunition and/or clips through this program.

RETURN COMPLETED FORM TO:
HQ Joint Munitions Command
ATTN: AMJM-MLD
2695 Rodman Ave
Rock Island IL 61299-6000
Phone TOLL FREE 877-233-2515
USARMY.RIA.JMC.MBX.CARG@MAIL.MIL

DATE 5 JAN 2021

**ORDER FORMS MUST BE RETURNED WITHIN 30 DAYS OF RECEIPT. Failure to do so may cause a delay in processing your request.

Please print in the box below the first and last name of the person who will be receiving the ammunition, and the address of where the ammunition can be delivered during daytime hours. Please include a phone number where the individual may be reached if necessary. **SHIPPING AMMO TO THE POST MUST HAVE PRIOR APPROVAL FROM THIS OFFICE.**

SHIP TO ADDRESS		ALTERNATE SHIP TO ADDRESS	
Name of Individual Receiving Ammunition		PLEASE PROVIDE AN ALTERNATE NAME/ADDRESS	
John Doe		James Vetelan	
Physical Address - PO Box Numbers Are Not Acceptable		Physical Address - PO Box Numbers Are Not Acceptable	
100 Main Street		1822 North Side Road	
City	State zip code	City	State zip code
Smalltown GA 31906		Smalltown GA 31906	
Telephone Number (REQUIRED)		Telephone Number (REQUIRED)	
706-544-1320		706-544-1591	

RESIDENTIAL ADDRESS <input checked="" type="checkbox"/>	PLEASE CHECK ONE	COMMERCIAL ADDRESS <input type="checkbox"/>	RESIDENTIAL ADDRESS <input checked="" type="checkbox"/>	PLEASE CHECK ONE	COMMERCIAL ADDRESS <input type="checkbox"/>
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DOD AMMO CODE	DESCRIPTION	UNIT OF ISSUE	ORDER QTY - 1 OR 2
1305-A222	Ctg Caliber .30 BLANK - for M1 Garands, Enfields, Springfield	Wood Wirebound box (2 metal cans) = 1,240 rounds	2480

All ammunition is shipped via FedEx Ground from Lake City Army Ammunition Plant, Independence, MO. A signature is required upon delivery for proof of receipt. Prefer shipment be to residential address. Ammunition will not be left without a signature. A phone number is required. All blank ammunition is free of charge in its entirety.

CONFIRMATION			
By your signature below, you are confirming that this request is for issue and use by <u>VFW Post 300</u> (AL, VFW, AMVETS, etc.)			
Post Number	Post Address	City	State zip code
1355	North Main Street	Smalltown GA	31905
X	Signature of Post Commander, Adjutant, or Quartermaster (VFW)	Post	Commander
			Official Designation

For HQ JMC Entry Only | Document No: W81YWB-
AMSJM Form 725-1, JAN 2021 | REPLACES AMSJM Form 725-1, October 2020, WHICH CAN NOT BE USED.

.30 CALIBER BLANK AMMUNITION

AMSJM FORM 725-1 .30 CAL BLANK AMMUNITION GUIDANCE

If the requirements are not met, your form will be returned, CAUSING DELAYS in your order.

Make sure you fill in the date in with military format: DD/MMM/YYYY
Your form must include a phone number with an area code.

Ammunition must be shipped to a residential address of an officer or other approved individual, NOT to the post.

Accepted organizations can receive one or two cases of ammunition per request. Each case has 1,240 rounds.

The maximum quantity per ammunition request is limited to 2 cases or 2,480 rounds.

Make sure you fill out the confirmation block.

NOTE: Only the designated officer for your organization can complete this request.

JMC FORM EXAMPLE

AMSJM FORM 725-2 FOR CTG .30 CALIBER 8 ROUND CLIPS

VETERANS ORGANIZATION REQUEST FOR CTG .30 CALIBER 8 ROUND CLIPS

Only authorized organizations that have been issued weapons through the Ceremonial Rifle Program at the US Army TACOM Life Cycle Management Command in Warren, MI are authorized to order, receive, and use blank ammunition and/or clips. If you have privately owned weapons or borrow weapons from another organization, your organization is not authorized to receive blank ammunition and/or clips through this program.

RETURN COMPLETED FORM TO:
HQ Joint Munitions Command
ATTN: AMSJM-MLD
2695 Rodman Ave
Rock Island IL 61299-6000
Phone TOLL FREE 877-233-2515
USARMY.RIA.JMC.MBX.CARG@MAIL.MIL

DATE 5 JAN 2021

****ORDER FORMS MUST BE RETURNED WITHIN 30 DAYS OF RECEIPT FOR PROCESSING. Failure to do so may cause a delay in processing your request.**

SHIP TO INFORMATION: Please print in the box below the first and last name of the person who will be receiving the clips, and the address of where the clips can be delivered during daytime hours. A phone number is required where the individual may be reached in case needed.

ORGANIZATION INFORMATION: Please enter organization name and number if applicable, i.e., AL Post 1, VFW Post 1, DAV Chapter 1, All Veterans Honor Guard, etc.

SHIP TO INFORMATION	ORGANIZATION INFORMATION
Name of Person Receiving Clips <u>John Doe</u>	Name of Organization & Number (AL, VFW, DAV, etc.) <u>VFW Post # 300</u>
Physical Address- PO Box Number is Not Acceptable <u>100 MAIN Street</u>	Organization Address <u>1355 North MAIN Street</u>
City <u>Smalltown</u> State <u>GA</u> Zip <u>31906</u>	City <u>Smalltown</u> State <u>GA</u> Zip <u>31906</u>
Telephone Number (REQUIRED) <u>706-544-1320</u>	Telephone Number (if applicable) <u>706-545-1522</u>
RESIDENTIAL ADDRESS <input checked="" type="radio"/>	COMMERCIAL ADDRESS <input type="radio"/>

All clips are shipped via FedEx Ground from McAlester Army Ammunition Plant, McAlester, OK. Prefer shipment be to a residential address and not to the post. A phone number is required. All clips are free of charge.

DOD AMMO CODE/ STOCK NUMBER	DESCRIPTION	UNIT OF ISSUE	ORDER QUANTITY (100 MAXIMUM)
1305-A302 1305-00-096-3169	ctg caliber .30 8 round clip	25, 50, 75, <u>100</u>	<u>100</u>

Doc No: W81YWB-

SIGNATURE OF POST COR, ADJ, OR CM (VFW) (required)
John Doe

AMSJM FORM 725-2, JAN 2021 REPLACES AMSJM FORM 725-2, October 2020, WHICH CAN NOT BE USED

.30 CALIBER 8 RD CLIPS

AMSJM FORM 725-2 .30 CALIBER CLIPS GUIDANCE

If the requirements are not met, your form will be returned, CAUSING DELAYS in your order.

Make sure you fill in the date in with military format: DD/MMM/YYYY

Your form must include a phone number with an area code.

Ammunition must be shipped to a residential address of an officer or other approved individual, NOT to the post.

Clips must be ordered in multiples of 25 and the maximum order quantity is 100 clips.

Make sure you fill out the confirmation block.

NOTE: Only the designated officer for your organization can complete this request.

THINGS TO KNOW

RECEIVING YOUR CEREMONIAL AMMUNITION AND/OR CLIPS

Please do not send any money or checks. All money or checks recieved will be returned. We do not charge shipping or handling.

**AMMUNITION AND CLIPS ARE PROVIDED
FREE OF CHARGE.**

All ammunition will be shipped via Federal Express Ground (FEDEX Ground) from Lake City Army Ammunition Plant, Independence, MO. Normal FEDEX ground delivery will be Monday through Friday between 9 am and 5pm. Once a tentative shipment date is known, you will receive a confirmation.

A SIGNATURE IS REQUIRED UPON DELIVERY.



CONTACT INFORMATION

For further rifle inventory questions or rifle request questions contact TACOM

By phone at: 586-282-9861

By e-mail at: usarmy.detroit.tacom.mbx.ilsc-donations@mail.mil

You can find more information online at: www.tacom.army.mil/ilsc/donations/rifles

For further ceremonial ammunition or clip request questions contact JMC

By phone at: 877-233-2515

By e-mail at: usarmy.ria.jmc.mbx.carg@mail.mil

You can find more information online at: www.jmc.army.mil/CeremonialAmmo.aspx

OF THIS AMMUNITION
CAN CAUSE INJURY

20 CARTRIDGES

BLANK
CALIBER .30 M19
LC-16F551-04

DANGEROUS WITHIN 20 FEET

U.S. ARMY DONATIONS PROGRAM
SUPPORTING OUR NATIONAL HEROES