

## APF LOAN ITEM REQUEST FORM

COMPLETE AND RETURN TO 30 FSS/OUTDOOR RECREATION: BLDG. 10250 (805)606-5908. vsfboutdoorrecreation@gmail.com

Requesting Squadron:

POC:

Phone:

Purpose of Function:

Date:

Location:

**This request is for OFFICIAL FUNCTIONS ONLY. Fundraising events do NOT qualify. All items are to remain on base and are NOT permitted in base housing. Item quality CANNOT be guaranteed.**

Pick up Date:

Time:

(Mon, Tues, Thur, Fri 0900-1600)  
**NO Wed, Sat, or Sun Pick up or Drop off**

Return Date:

Time:

**Squadron Commander (Print or Stamp):**

**Digital CC Signature:**

**Date:**

**ODR Staff Print:**

**Date:**

**Squadrons are responsible for loading and unloading all items.**

**Squadrons are responsible for all items while in possession, this includes bringing them back clean, undamaged, and on time. If items are not brought back in original condition, cleaning, replacement, or late fees will be applied. Late fees are equivalent to daily rental item cost.**

POC Signature:

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			STAFF USE ONLY	
Items	Quantity	# Requesting	# OUT	# IN
Bouncy Castle + 1 Blower	1			
Obstacle Course + 2 Blowers (2 piece set)	1			
Water Jug	2			
165 QT. Cooler	12			
BBQ Grill 36x24 (portable)	2			
BBQ Grill (towable)	3			
EZ UP Canopy (10x10)	8			
EZ UP Canopy (10x20)	8			

Frisbee	2			
Volleyballs, Basketballs, Footballs, Soccer Balls	V:5 B:11 F:3 S:2			
Volleyball Net	1			
Softball Set (7 bats, 14 gloves, 2 masks, 2 knee pads, 3 chest pads, 4 mats)	1			
Softballs, Mats	S:10 M:4			
Tug O War Rope	4			
Crowd Control Posts	6			
Generator (3600 Watts)	2			
Wireless Personal Address System (50 Watts)	1			
Podium	1			

Table and Chair for Official Functions					
			STAFF USE ONLY		
Items	Quantity	#Requested	#Out	#In	#Missing
Tables					
5ft Round	20				
8ft	35				
8ft Wide	4				
6ft	55				
6ft Wide	6				
Chairs					
Metal	450				
Padded	200				

<b>Additional Items/Notes:</b>			
POC Signature Out:		In:	
ODR Signature Out:		In:	