

ACC

10000/148/197

186/TN/1

OFFICE SUPPLIES - REQUEST FOR

JAN. 1945 - NOV. 1946

1. Fill in all Blank Spaces except column "Amount - Issued".
2. List items alphabetically.
3. Signature of officer is "Required"
4. Submit request for two week periods as follows:
submit on the 10th Draw on the 20th
" " " 25th " " 5th
5. Submit in "Duplicate".

*NOTE: If either day falls on a Sunday or Holiday, change schedule to following day;

Handwritten notes:
1/8 1968 (Federal Rd)
and for
to draw

1. Fill in all Blank Spaces except column "Amount - Issued".
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3. Signature of officer is "Required"
4. Submit request for two week periods as follows:
Submit on the 10th Draw on the 20th
" " " 25th " " " 5th
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*NOTE: If either day falls on a Sunday or Holiday, change schedule to following day;

*for next
request
ask for
1/2 pounds (national Red)*

STATIONERY REQUEST TO HQ. SUPPLY

Section of Sub-Commission

Floor 1st Room 19 Tel. 390

ITEMS UNIT Amount Requested Amount Issued

Clips	package	6	6
Duplicating Ink	tube	4	4
File folders	ea	50	50
Lined pads large	ea	6	6
Pens	ea	12	12
Punches	ea	1	1
Stapler	ea	1	1
Stenoila correction fluid	bottle	6	6
Typewriter rubers	ea	6	6
Office paste	bottle	2	2
White Bond Paper 8x10 1/2	ream	2	2
White Bond Paper 8x13	ream	2	2
Wrapping Paper	sheet	25	25

Band	ea	12	12
Puncher	ea	1	1
Stapler	ea	1	0
Steno's correction fluid	bottle	6	6
Steno's rubber	ea	6	4
Office paste	bottle	2	1
White Bond Paper 8x10 1/2	ream	2	0
White Bond Paper 8x13	ream	2	2
Wrapping Paper	sheet	25	0

211

RECEIVED THIS IN COLUMN

PERSONNEL IN SECTION

U. S. Military

none

British Military

4

Civilian Office Employees

2

"AMOUNT ISSUED"

S. H. Street

Signature & Rank

A. H. STREET

Lt. Colonel

Director.

NOTE - Read Reverse Side

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2. List items alphabetically.
3. Signature of officer is "required"
4. Submit request for two week periods as follows:
Submit on the 10th Draw on the 20th
" " " 25th " " 5th
5. Submit in "Duplicate".

*NOTE: If either day falls on a Sunday or Holiday, change schedule to following day.

HEADQUARTERS
2675TH REGIMENT
ALLIED COMMISSION (OVERHEAD)
APO 794
HEADQUARTER'S SUPPLY

HE/mlp

5 July 1946

SUBJECT: Issue of Stationery.

TO : All concerned.

1. Previous instructions for the issue of stationery by Headquarters Supply are hereby rescinded.
2. Requests for stationery by Sections and Sub-Commissions of the Allied Commission, will be submitted twice monthly to Headquarters Supply, Ground Floor, Room #40, on the 10th and 25th day of each month. Issues will be made on the 20th and 5th day of each month respectively from 0900 to 1200 hours.
3. Requests will be submitted on stationery form available at Headquarters Supply.
4. Only essential needs will be requested.
5. The foregoing will become effective 10 July at which time the initial request will be made.

Henry E. East
HENRY E. EAST
CWO. USA
Hq. Supply Officer

2410

1858

Declassified E.O. 12356 Section 3.3/NND No.

785021

Est. 590

QUARTERS AIDED COMMISSION
APO 790
Transportation and Shipping Branch

/m

AQ/166/Tn.1

13 June 1966

Subject : Office Supplies.

To : Bq. Supply Office.

May this branch be furnished with the following supplies :

Typewriter Ribbon	2	
File Folders (B-13)	50	
Pencils Black	12	
Ink (Blue-Black)	1	Bottle
Twine	1	Ball

2405

WALTER P. SUGGINS
Lt. Colonel, USMC
Director.

Ext. 390

HEADQUARTERS ALLIED COMMISSION
APO 794
Transportation and Shipping Branch

/vr

AC/186/Tn.1

16 May 1946

Subject : Office Supplies.

To : HQ., Supply.

May this branch be furnished with the following supplies:

File Folders 8 x 13	100	
Pencils Black	12	
Mimeograph Paper 8 x 13	4	Packete
Stencils (British)	24	
File Fasteners	6	Boxes
Typewriter cleaning brush	1	


A.H. STREET
Lt. Colonel
Deputy Director.

FILE

Ext. 390

HEADQUARTERS ALLIED COMMISSION
APO 394
Transportation and Shipping Branch

HN/fm

AC/186/Tn.1

25 April 1946

SUBJECT : Office Supplies.

TO : Hq. Supply.

2403

May this branch be furnished with the following supplies.

File Fasteners	10 boxes
Office Paste	6 bottles
Lined Pads (large)	6

WALTER P. SCOGGINS
Lt. Colonel, QMC.
Director.

FILE

Ext. 390

HEADQUARTERS ALLIED COMMISSION
APO 394
Transportation and Shipping Branch

BN/vr

AC/186/68/Tn.1

5 April 46.

Subject : Office Supplies.

To : HQ, Supply

May this office be furnished with the following supplies :

File Fasteners	20 boxes	
Punches	2	
Pencils Red	6	
" Blue	6	
" Black	12	
Carbon Paper 8x10 $\frac{1}{2}$	50 sheets	
Erasers Pencil	6	
" Type	6	
Stencils (British)	1 packet	
Typewriter Ribbons	2	

2402

WALTER P. SCOGGINS
Lt. Colonel, QMC
Director

FILE

Tel. 390

HEADQUARTERS ALLIED COMMISSION
APO 394
Transportation and Shipping Sub-Commission

BN/lmr

AC/186/66/Tn.1

28 February 1946

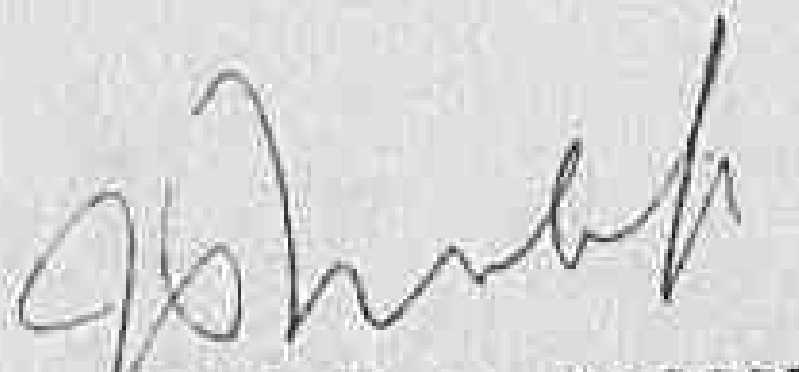
SUBJECT : Office Supplies, Supplementary Indent.

TO : HQ Supply.

1. May this office be furnished with ten (10)
boxes of file fasteners.

2. Please treat as urgent.

For the Director :


WALTER P. SCOGGINS
Lt. Colonel, QMC
Chief, Admin. Div.

2400

FILE

Tel: 390

HEADQUARTERS ALLIED COMMISSION

GN/FL

APO 394

Transportation and Shipping Sib-Commission

Our Ref :- AC/186/66/Tn.1.

25 February 1946

Subject :- Office Supplies.

To :- HQ Supply.

1. It is requested that this Office be furnished with the following office supplies for the week 25-28 February 46:-

Paper Manifold	8 x 10 1/2	8 reasm
White Bond paper	8 x 10 1/2	" "
Carbon paper	8 x 10 1/2	400 sheets
"	8 x 13 1/2	400 "
Lined pads	large	10 "
"	medium	10 "
"	small	80
Steno pads	8 x 13	10
File folders	4 x 9	500
Envelopes	smallest	400
"		400
Pencils blue and red & green		36
Pencil black		36
Typewriter ribbons (black)		10
Pins		20 packages
Clips		20 "
Office paste		6 bottles
Twine		3 balls
Staples		"
Erasers pencil		6000
" typewriter		10
Army book		10
Wrapping paper		25 sheets
Gummed Glassine		6 rolls
Drawing Pins		8 box
S.O. Books N. 135		10
" " " 146		10
Drawing ink	Black	2 bottles
Clamps Paper	N 18 N 2	8 box
Duplicating ink		4 tubes
Gummed Labels		100

(1) 1 11

2399

1. It is requested that this Office be furnished with the following office supplies for the week 25-28 February 46:-

Paper Manifold	8 x 10 1/2	8 ream
White Bond paper	8 x 10 1/2	" "
Carbon paper	8 x 10 1/2	400 sheets
"	8 x 13 1/2	400 "
Lined pads	large	10 "
"	medium	10 "
"	small	80
Steno pads		10
File folders	8 x 13	500
Envelopes	4 x 9	400
"	smallest	400
Pencils blue and red & green		36
Pencil black		36
Typewriter ribbons (black)		10
Pins		20 packages
Clips		20 "
Office paste		6 bottles
Twine		3 balls
Stamps		6000 "
Erasers pencil		10
" typewriter		10
Army book		10
Wrapping paper		25 sheets
Gummed Glassine		6 rolls
Drawing Pins		8 box
S.O. Books N. 135		10
" " " 146		10
Drawing ink	Black	2 bottles
Clamps Paper	N 18 N 2	8 box
Duplicating ink		4 tubes
Gummed Labels		100
Blotting paper (green)	8 - 29	30 sheets
Stencils (british)		200
Tacks		8 box
Stencils correction fluid		10 bottles
Graph paper		30 sheets
Ruler (British)		4

For the Director:

WALTER P. SCOGGINS
Lt. Colonel QMC
Chief, Admin. Div.

