

## Qualification Checklist for Ceremonial Rifles Veterans' Organizations

- Written request signed by the local commander, commandant, or president of the organization sent to your national headquarters for verification that the organization is in good standing. Your national headquarters will forward your request to the Army Static Display/Ceremonial Rifle Team at TACOM for processing.

Please complete the following questionnaire and return this form with the other required documents outlined below to:

US Army TACOM Life Cycle Management Command  
ATTN: AMSTA-LC-LEAD, M/S: 419  
6501 E. 11 Mile Road  
Warren, MI 48397-5000

Full Name of Organization: \_\_\_\_\_

Organization Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

Organization E-mail Address: \_\_\_\_\_

Name of Representative (POC): \_\_\_\_\_

POC Mailing Address (if different than above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Number of Active Organization Members: \_\_\_\_\_

Number of Honor Guard Members: \_\_\_\_\_

Number of Rifles You Currently Have (**complete attached inventory form**): \_\_\_\_\_

Number of New and/or Replacement Rifles Required: \_\_\_\_\_

Shipping Address for the new rifles (**cannot be a private residence or post office box**):

Business Name: \_\_\_\_\_  
\*\*\*\*\*MUST BE OPEN DURING NORMAL BUSINESS HOURS\*\*\*\*\*

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Hours: \_\_\_\_\_

Type of Display Items You Currently Have (Tanks, Cannons, Pistols...)

Ex: *M4 Sherman Tank* *125M145*

Item \_\_\_\_\_ Serial Number \_\_\_\_\_

Item \_\_\_\_\_ Serial Number \_\_\_\_\_

All documents outlined below **must be signed by the highest ranking official for the organization**, (i.e. current commander, commandant, president ...). Forms signed by anyone else (vice commander, honor guard captain, Jr. vice commander) will not be accepted. All documents must be originals with original signatures and notary seal.

- Photograph(s) of the exterior of the Post building to include any display equipment. Please include any display items located in parks and cemeteries your organization has obtained.
- Certificate of Arms Storage (enclosed) – this certificate identifies the storage location of the weapons.
- Affidavit of Compliance with Title 10 USC §4683 (enclosed) – this form identifies the intended use of the ceremonial weapons as required by law.
- Ceremonial Rifle Inventory (enclosed) – If your organization currently has or was issued ceremonial rifles in the past, you must complete this form.

If you currently have M1 Garand ceremonial rifles (after receipt of your completed paperwork), a representative will contact your organization to inspect, clean, and perform any necessary repairs. This service is performed at no cost to your organization. The representative will provide a report to this office, which will include the serial numbers requiring replacement.