

QUALIFICATION CHECKLIST FOR CEREMONIAL RIFLES NON-RECOGNIZED VETERANS' ORGANIZATIONS

SECTION I – REQUESTING ORGANIZATION INFORMATION

1. Organization Name:	2. Mailing Address:	3. City/State/Zip Code:
4. Telephone Number:	5. Organization Email Address:	6. Name of Representative:

SECTION II – ORGANIZATION CONTACT INFORMATION (IF DIFFERENT THAN ABOVE)

1. Mailing Address:	2. City/State/Zip Code:
3. Telephone Number:	4. Email Address:

SECTION III – REQUIRED INFORMATION

1. Number of Active Personnel <input style="float: right;" type="checkbox"/>	2. Number of Honor Guard Members <input style="float: right;" type="checkbox"/>
3. Number of Rifles You Currently Have (complete enclosed rifle inventory) <input style="float: right;" type="checkbox"/>	4. Number of New and/or Replacement rifles required <input style="float: right;" type="checkbox"/>

SECTION IV – SHIPPING ADDRESS FOR NEW RIFLES

Shipping Address for the new rifles **cannot be a private residence or PO Box. Must be open during normal business hours 9 am to 5 pm Monday thru Friday.** Please note that we **cannot** notify you when the rifles will be shipped.

1. Business Name:	2. Business Hours:	3. Business Telephone Number:
4. Street Address:	5. City/State/Zip Code:	

SECTION V – REQUESTED DOCUMENTS

All documents outlined below **must be signed by the highest ranking official for the organization**

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| <input type="checkbox"/> State or Federal Charter (Certificate of Incorporation)
<input type="checkbox"/> Certificate of Federal Tax Exemption (501(c))
<input type="checkbox"/> Listing by Name, Title & Address of the Officers
<input type="checkbox"/> Certificate of Arms Storage (enclosed)
<input type="checkbox"/> Certificate of Compliance with Title 10 USC §7683 (enclosed)
<input type="checkbox"/> Certificate of Assurance of Compliance with Title 6, Civil Rights Act (enclosed) | <input type="checkbox"/> Copy of Bylaws of your organization
<input type="checkbox"/> Financial Statement (IRS Form 990)
<input type="checkbox"/> Privacy Act Notice (enclosed)
<input type="checkbox"/> Ceremonial Rifle Inventory (enclosed) |
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Mail to: US Army Tank-Automotive and Armaments Command, ATTN: AMTA-LCL-IFD, M/S 419D, 6501 East 11 Mile Road, Detroit Arsenal, MI 48397-5000