Used by all offices to order forms and supplies stored and issued from Rural development warehouse.

UNITED STATES DEPARTMENT OF AGRICULTURE - RURAL DEVELOPMENT

REQUISITION FOR FORMS/SUPPLIES/PAMPHLETS
LISTED IN RURAL DEVELOPMENT SUPPLY CATALOG

STATE/AREA/LOCAL MAIL CODE	ORDERING OFFICE ADDRESS	**NOTE THIS FORM TO BE USED TO ORDER SUPPLY CATALOG ITEMS ONLY**
DATE		
SIGNATURE OF AUTHORIZATION	CONTACT PERSON	OFFICE PHONE NUMBER:
		OFFICE FAX NUMBER:

STOCK/FORM NUMBER	QUANTITY	UNIT OF ISSUED	DESCRIPTION/NOMENCLATURE

ORIGINAL - TO RURAL DEVELOPMENT STL OFFICE

Form RD 2024-4 (Rev. 10/98)

PROCEDURE FOR PREPARATION : RD Instruction 2024-C.

PREPARED BY : Ordering office.

NUMBER OF COPIES : Original and one copy.

SIGNATURES REQUIRED : State Directors, Admonistrative Officers, Rural Development Managers, Community Development Managers and Appeals Officers.

DISTRIBUTION COPIES : Original to Fiance Office and copy to be retained by requisitioning office.