

**DLA Disposition Services Law Enforcement Support Office
Turn-in Request**

Date of the Request: _____

Requesting Agency:	ID:
Address:	
City, State, Zip:	
Phone:	
DLA Disposition Site where the property is being turned into:	
Requesting Agency Signature:	
State Coordinator or Federal Approval: YES NO	
Printed Name:	
Signature:	

The property listed below must be turned into the DLA Disposition Services Field Site no later than 30 DAYS from the date printed on the 1348-1A(s) that will be provided by the LESO. The property will not be removed from the LEA's inventory until this property has been turned in.

Additional Comments:

	Item Name	NSN/Serial #	File #	DTID	Requisition Number	DEMIL CODE	QTY TO BE TURNED-IN
FOR LARGE QUANTITY INVENTORIES, A SPREADSHEET MAY BE CREATED AND SUBMITTED WITH THIS TEMPLATE							
1							
2							
3							
4							
5							

LESO USE ONLY:

Adjustment Approved: YES NO Completed in LEEDS: YES NO

LESO OFFICIAL: _____ DATE: _____

Reason if Disapproved: _____