

NOTES:

Dollar value of items borrowed: _____

**ARMY COMMUNITY SERVICE
RELOCATION READINESS PROGRAM**
1501 William C. Lee Road
Fort Campbell, KY 42223

HOURS OF OPERATION
MON, WED - FRI 8:00 - 4:00
TUE 9:00 - 4:00
Closed Weekends & Holidays

Please call or email to schedule appointment
270-956-2676 or 270-798-6313
ftckyacsrelocation@army.mil

LENDING CLOSET APPOINTMENTS
MON, THU, FRI 1:30 p.m. to 3:30 p.m.

E-mail Address: (must be regularly monitored):



Tell us how we are doing:



ACS LENDING CLOSET HAND RECEIPT

IN PROCESS: _____ OUT PROCESS: _____ FIRST TERMER: _____

FM WITH CLIENT : _____ STAFF INITIALS : _____

DATE: _____ TIME: _____

SERVICE MEMBER NAME: _____

RANK : _____ Date of Birth: _____

HOME ADDRESS : _____

ADDRESS LINE 2: _____

PHONE: _____ ALTERNATE: _____

UNIT: _____ DUTY PH.: _____

DUE DATE: _____ EXT. 1: _____ EXT. 2: _____

I must report any defected items within 2 working days of receipt. Initials: _____

DATA REQUIRED BY THE PRIVACY ACT OF 1974.

- (1) **AUTHORITY** : 10 USC §3012.
- (2) **PURPOSE**: To collect data to enroll DOD personnel and family members in the Army Community Service client database.
- (3) **ROUTINE USE**: To provide lending closet services to relocating service members and their families
- (4) **DISCLOSURE**: Providing this personal information is voluntary. However, ACS cannot provide Lending Closet services without requested information

Policy Agreement

- * I AGREE to return all items in **GOOD, CLEAN CONDITION**. If items are dirty at time of check-in, ACS Staff will request **Soldier/ Family Member** clean items or take items home and return items clean the next day.
- * I also **AGREE** to replace any **LOST/BROKEN** item(s) issued to me with the same or identical item(s).
- * It is **MY** Responsibility to contact the Lending Closet to **extend the due date**.
- * If **Extension** is **NOT** requested, ACS Staff will contact **Soldier/ Family Member** via E-mail/Phone.
- If the Soldier does not respond to the call or email, ACS Staff will contact the Chain of Command.**
- * **ACS will not clear Soldier from Installation until ALL Items are returned to the Lending Closet.**

By signing below I **AGREE** to the Above Policies:

Signature: _____ Date: _____

QTY	ITEMS	REPLACEMNT VALUE
	BAKING DISH, Glass 8X11	\$6.00
	BAKING DISH, Glass 9X13	\$10.00
	BAKING DISH, Glass, Round	\$10.49
	BUTCHER KNIFE	\$25.11
	BUTTER KNIFE	\$8.77
	CAKE-PAN, Non-Stick, 10x14	\$10.00
	CAKE-PAN, Non-Stick, 9X13	\$9.75
	CAN OPENER	\$4.68
	CHAIRS, Folding	\$39.00
	COFFEE CUP/MUG	Small Or Large \$1.25
	COFFEE MAKER	4 Cup \$19.84 12 Cup \$24.99
	COLANDER	\$2.35
	CONTAINER, Blue	\$38.16
	COOKIE SHEET, Non-Stick	\$8.68
	COTS	\$59.49
	CROCKPOT	\$69.95
	CUTTING BOARD	Small \$5.34 Large \$9.00
	DINNER FORK	\$7.55
	DINNER PLATE	Corelle Plastic \$3.30
	DINNER SPOON	\$4.30
	DISH RACK, Plastic	\$9.99
	IRON - Proctor Silex	\$20.25
	MEASURING CUP SET, Dry Measure	Plastic \$2.58
	MEASURING CUP, Pyrex, Liquid	Glass, 2 Cups \$6.72
	MEASURING TEASPOON SET	\$1.50
	Mixing Bowl, Glass, No/lid	Med Large \$5.97
	Mixing Bowl, Glass, w/lid	Small Medium \$5.97
	MIXING BOWL, Stainless, w/lid	XSmall Small \$1.71
	MIXING BOWL, Stainless, w/lid	Medium Large \$1.71
	MIXING BOWL, Stainless, w/lid	XLarge. \$1.71
	Mixing Bowl, Stainless, No lid	Small Medium \$3.26
	Mixing Bowl, Stainless, No lid	Large XLarge \$3.26

QTY	ITEMS	REPLACEMENT VALUE
	PARING KNIFE	\$5.91
	PEELER, Black Handle	\$3.78
	PIZZA CUTTER	\$4.28
	PIZZA PAN, Non-Stick	\$6.99
	POT HOLDERS, Assorted Colors	\$3.10
	POTATO MASHER, Stainless	\$2.25
	RICE COOKER w/Ladle	\$52.95
	SALAD PLATE, (Corelle Only)	\$1.74
	SAUCE PAN W/LID	Small Medium \$28.80
	SERVING BOWL, Corelle	\$11.50
	SERVING PLATTER, Corelle	\$11.50
	SERVING SPOON	Plastic Stainless \$7.55
	SKILLET	Small Medium \$14.14
	SKILLET	Large. \$36.99
	SLEEPING MAT, Black	\$148.00
	SOUP/CEREAL BOWL, (Corelle Only)	\$1.74
	SPAGHETTI SPOON, Plastic	\$2.00
	SPATULA	Plastic Stainless \$7.90
	STEAK KNIFE	\$5.91
	STOCKPOT W/LID, Non-Stick	\$18.62
	STOCKPOT W/LID, Stainless	\$42.80
	STOCKPOT, Dutch Oven	\$42.80
	TABLE, 4 Foot	\$39.00
	TABLE, 6 Foot	\$52.00
	TEA SPOON	\$4.18
	Toaster Oven w/roisserie/oven rack	\$49.99
	Toaster, Stainless	\$30.41
	TONG	\$1.40
	TUMBLER, Large	\$1.33
	TUMBLER, Small	\$0.50
	VACUUM	\$49.99
	WISK	\$3.95