

## Ordering NSCC Surplus Uniforms

The NSCC Surplus Uniform Request Form (NSCSUP 002) and price list (XLS format) can be found at <http://resources.seacadets.org/> (Home > Administration > NSCC/NLCC Forms > **Supply Forms.**)

The uniform request form may be sent to NHQ via email, fax, and USPS. To send it via email, please download the form (DOC Format), complete it according to the directions provided, and send it to [vnash@navyleague.org](mailto:vnash@navyleague.org).

In the alternative, you may first print the form (PDF Format) fax it to: (703) 243-3985 or mail it to NSCC NHQ: 2300 Wilson Blvd., Suite 200, Arlington VA, 22201-5424.

All uniform requests must go through NHQ for approval. In turn, NHQ will forward the approved uniform request to the uniform depot.

Please ensure the form is **legible** in black ink and complete, including unit code, unit(s) name, mailing address (no P.O. Box shipments allowed), name of the designated officer and email address. If you are requesting uniforms for more than one unit (i.e. Unit and Training Ship) or for special training, please inform HQ accordingly. All uniform requests must be authorized by the Commanding Officer.

Only one of each item is authorized per member of the unit, except working uniforms (Utilities or coveralls), which may be three per cadet.

Some uniform items, especially female or small sized items, may not be available at the time of your request.

Please allow two to three weeks to process uniform requests, including UPS shipment. All shipments are via regular UPS with **No special rush service provided.**

An advanced copy of the invoice will be sent to you, via Email, when your order has been processed and ready for shipping.

Once your uniform shipment is received, please find the invoice attached to box #1. If the invoice is missing or if there is a problem with your order, contact HQ immediately.

Please remit a check or money order payable to NSCC HQ - memo invoice # and unit code.

The unit must pay the uniform bill within 45 days of the date in the invoice. Failure to make payments in time will negatively impact the unit's Annual Inspection Report and, until the invoice is paid in full, the unit will not be able to secure additional uniform requests.

If you have any further questions, please contact:

Mr. Vince Nash  
NSCC HQ Administrative Assistant  
2300 Wilson Blvd, Suite 200, Arlington VA 22201-5424  
Phone: (703) 312-1541 / Fax: (703) 243-3985  
E-mail: [vnash@navyleague.org](mailto:vnash@navyleague.org)

22 Dec 2011

**The following NWU limits are applied to each ENROLLED Sea Cadet, NL Cadet and NSCC Leader.**

<u>ITEM</u>	<u>NWU --DESCRIPTION</u>	<u>QTY</u>
601	Parka	1
602	Parka Liner	1
603	NWU Cap	1
604	Turtle Necks	1
605	NWU Pants	2
606	NWU Shirts	2
607	Blue Tee Shirts (Not currently available)*	1
608	Blousing Straps (Pair)	1
514	Safety Boots (Male)	1
538	Safety Boots (Female)	1
517	Belt, Black (same as used on Male Utilities)	1
519	Buckle, (same as used on Male Utilities)	1

- Blue Tee Shirts are available at your local Wal-Mart and K-Mart should we continue to be unable to supply due to our supply from USN.
- Khaki Belts required for adult leaders is the same as Khaki Belt Worn with the Khaki Uniform

- (1) **Large NWU Shirts, Parkas, Parka Liners are not available**
- (2) **Extra Large (XL) Shirts, Parkas, Parka Liners and Pants are not available.**
- (3) **Extra Small (XS) Shirts, Pants, Parkas, Parka Liners are not available**
- (4) **Numbered size Parkas do not exist.**