

*Title RD-110
Basic Contract
WR.*

DWR



25X1

Registered - Return Receipt Requested



DOC	<i>26</i>	REV DATE	<i>14 APR 1960</i>	BY	<i>018373</i>
ORIG COMP	<i>35</i>	OP:	<i>56</i>	TYPE	<i>01</i>
ORIG CLASS	<i>S</i>	PAGES	<i>2</i>	REV CLASS	<i>C</i>
JUST	<i>22</i>	NEXT REV	<i>2010</i>	AUTH:	HR 10-2

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Attention:

Subject : Contract No. RD-110

Gentlemen:

During a recent visit to your activity by my Property Administrator, the use of an account number to aid in identifying Government-Owned Equipment was proposed and discussed.

Also discussed at that time was a sample Property Record Card which the Property Administrator submitted for comments.

To initiate action in identifying our property in your possession, it is requested that identification be effected by affixing a metal, fibre, plastic or other plate directly to the equipment; by using indelible ink, acid or electric etch, steel dies or any other legible, permanent, conspicuous and tamper-proof method.

Identification shall consist of the following markings:

1. The account number designated to your activity, namely 017.
2. The contract number under which the property was procured or supplied; e.g. 110.
3. Chronological item number starting with 001.

Thus the first item to be marked would carry the following number:

017 - 110 - 001
(Account No. Contract No. Chrono No.)

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As soon as you have completed this identification of our property, it is requested that you submit to us a complete listing of the same by nomenclature, acquisition value and identification number assigned.

Information relative to the proposed Property Record Card will be the subject of future correspondence.

Very truly yours,



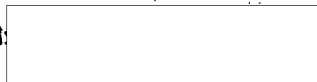
Contracting Officer

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Distribution:

- Orig - Addressee
- 1 - RD-110 (Official)
- 1 - SS/CL
- ~~1 - OC-E~~
- 1 - Chrono
- 1 - Admin

CL/PD/CAB



(26 Oct. 1959)

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