

## RESOURCE REQUEST MESSAGE (ICS 213 RR)

<b>1. Incident Name:</b>			<b>2. Date/Time</b>			<b>3. Resource Request Number:</b>		
<b>Requestor</b>	<b>4. Order</b> (Use additional forms when requesting different resource sources of supply.):							
	Qty.	Kind	Type	Detailed Item Description: (Vital characteristics, brand, specs, experience, size, etc.)	Arrival Date and Time		Cost	
					Requested	Estimated		
<b>5. Requested Delivery/Reporting Location:</b>								
<b>6. Suitable Substitutes and/or Suggested Sources:</b>								
<b>7. Requested by Name/Position:</b>				<b>8. Priority:</b> <input type="checkbox"/> Urgent <input type="checkbox"/> Routine <input type="checkbox"/> Low		<b>9. Section Chief Approval:</b>		
<b>Logistics</b>	<b>10. Logistics Order Number:</b>					<b>11. Supplier Phone/Fax/Email:</b>		
	<b>12. Name of Supplier/POC:</b>							
	<b>13. Notes:</b>							
<b>14. Approval Signature of Auth Logistics Rep:</b>					<b>15. Date/Time:</b>			
<b>16. Order placed by (check box):</b> <input type="checkbox"/> SPUL <input type="checkbox"/> PROC								
<b>Finance</b>	<b>17. Reply/Comments from Finance:</b>							
	<b>18. Finance Section Signature:</b>					<b>19. Date/Time:</b>		
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