



UNITED STATES MARINE CORPS
MARINE CORPS COMMUNITY SERVICES
POSTAL SERVICE CENTER BOX 8009
CHERRY POINT, NORTH CAROLINA 28533-0009

MCCSO 5500
MCCS
1 Apr 13

MARINE CORPS COMMUNITY SERVICES ORDER

From: Chief Executive Officer
To: Distribution

Subj: HIGH CAPACITY MAGAZINE SALES IN THE MILITARY CLOTHING STORE
MARINE CORPS AIR STATION, CHERRY POINT

Encl: (1) Sample Letter Authorization to Purchase High Capacity
Magazine

1. Purpose. To provide information, guidance, instructions and policy regarding the purchase of high capacity magazines in the Military Clothing Store.

2. Policy. Purchases of Government Issue magazines may be made by active duty personnel only and must be accompanied by a letter from the Marine's command signed by their NCOIC or OIC. The letter must state that the Marine is authorized to purchase Government Issue magazines, the quantity and type of which they are authorized to purchase and that the magazines being purchased are for the purpose of replacing lost or damaged Government Issue equipment. Enclosure (1) is a sample of the required letter.

3. Action.

a. Manager will maintain copies of the letters in the Military Clothing Store files.

b. Manager will ensure that each employee involved in the sale of high capacity magazines read the information in this Order.

c. The POC in this matter is the MCCS Retail Officer, who can be reached at 463-1602.

A handwritten signature in black ink, appearing to read "Mike Largent".

MIKE LARGENT

DISTRIBUTION STATEMENT: Approved for electronic distribution.