



SOLDIER'S UNIFORM REIMBURSEMENT FORM

All soldier uniform purchases and applicable items from Trade Central are charged **100%** of total costs to the appropriate corps. These items include trim/insignia, tunics, pants, skirts, shirts, blouses, sweaters, hats, caps, ties, belts and overcoats.

A **25%** credit memo is applied to the corps outstanding account from Trade Central for the THQ portion of that purchase. **This form is to be used by the corps to obtain their applicable divisional (25%) and individual soldier's portion (25%).**

Please print and use one application per person. Thank You.

Division: _____ Date: _____

Corps: _____ Phone: _____

Corps street address: _____

City: _____ State: _____ Zip: _____

Soldier Name: _____

Item	Size	Style	Stock #	Qty.	Unit Price	Total
TUNIC		Trop Wool /Polyester				
TROUSERS		Trop Wool /Polyester				
SKIRT		Trop Wool /Polyester				
CAP or HAT (circle one)						
CAP/HAT TRIM (circle one)						
SHIRT/BLOUSE						
TIE						
BELT						
BLOUSE						
INSIGNIA/TUNIC TRIM (BOARDS, S'S)						
EPAULET SLEEVES (LOOPS)						
COAT						
OTHER						
SHIPPING						

SIGNATURES:

Amount paid = 1/4 of total

Soldier

Date

\$ _____

Check Number

Corps officer

Date

\$ _____

Check Number

DHQ (Divisional Finance Secretary)

Date

\$ _____

Check Number

FINANCE BOARD STAMP:

For more information contact:

The Salvation Army Trade Central

Address: 5550 Prairie Stone Parkway, Hoffman Estates, IL 60192

E-mail: usorders@usc.salvationarmy.org

Phone: 800.937.8896