

FORECAST OF SALES REQUIREMENTS -- MISSILE PROPELLANTS AND PRESSURANTS				REPORT CONTROL SYMBOL <i>(Not applicable to contractor submission)</i>	OMB APPROVAL NO. 0704-0188
Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, DIOR, 1215 Jefferson-Davis Highway, Suite 1204, Arlington VA 22202-4302; and to OMB, Paperwork Reduction Project (0704-0188), Washington DC 20503. Please DO NOT RETURN your form to either of these addresses. Send your completed form to SA-ALC/SFSC, 1014 Billy Mitchell Blvd., Ste. 1, Kelly AFB TX 78241-5603.					
REPORTING ACTIVITY - I					
OFFICE:				REPORTING ACTIVITY CODE:	
ADDRESS:				PHONE:	
CITY:				FAX:	
APO - FPO/COUNTRY - STATE/ZIP				POC:	
				E-MAIL:	
PROGRAM DATA - II					
PROGRAM NAME:				PROGRAM ACRONYM:	
PROGRAM OFFICE:				PHONE:	
ADDRESS:				FAX:	
CITY:				PROGRAM MANGER:	
APO - FPO/COUNTRY - STATE/ZIP				E-MAIL:	
FUNDING DATA - III					
P.O. / MIPR:			CIC:		SC:
SHIPMENT DATA - IV					
SHIP TO:				RECEIVING ACTIVITY CODE:	
BUILDING/SITE:				PHONE:	
ADDRESS:				FAX:	
CITY:				POC:	
APO - FPO/COUNTRY - STATE/ZIP				E-MAIL:	
MARK FOR:					
PRODUCT NOUN:			NSN:		UNIT OF ISSUE:
AVAILABLE STORAGE:					
PACKAGING REQUIREMENT(s) / CONTAINER(s) SIZE / CAPACITY / TURN AROUND:					
SALES FORECAST - V					
					POTENTIAL
METHOD OF COMPUTATION:					
YEAR					
JAN					
FEB					
MAR					
APR					
MAY					
JUN					
JUL					
AUG					
SEP					
OCT					
NOV					
DEC					
TOTALS					
PREPARED BY:				PHONE:	
				DATE	
APPROVED BY:				PHONE:	
				DATE	

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About the ITAOP/savePDF Method

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).

INSTRUCTIONS FOR PREPARATION OF FORECAST OF SALES REQUIREMENTS

Forecast of Sales Requirements will be prepared on AF Form 858. This Form is designed to be self-explanatory. Unless otherwise designated, contact SA-ALC/SFSC, DSN 945-4843 or (210) 925-4843 for general guidance. Additional information and explanations for certain segments follow:

GENERAL INFORMATION REQUIRED

Every data block provided should be filled in to give as complete a picture of your sales requirements as possible. Annotate with TDB if you will have details to supply later or just leave blank and we will contact you later if needed.

Completion and submission of this Form does not constitute a request for delivery of product. Data provided will be used in a forecast model for planning purposes only.

SPECIAL INSTRUCTIONS TO CONTROLLED STORAGE POINTS

Do not forecast for replenishment inventory, rather forecast anticipated usage (sale or issue) of product.
Do provide your storage capacity for the product being forecasted, minimum and maximum levels included.

ITEM DESCRIPTIONS

REPORTING ACTIVITY - This is the office from which the forecast is prepared and submitted. Data provided in this segment will be used to address all future correspondence issued by this Directorate and is viewed as the primary point of contact for all support issues.

- a. **REPORTING ACTIVITY CODE:** This block is reserved for your four letter "Reporting Activity Code" or "DODAAC".
- b. **PHONE:** The format will allow 800, DSN or Commercial numbers. Ex: (800) or (DSN) or (210) 999-9999.
- c. **APO - FPO / CTRY - ST / ZIP:** This format will allow overseas customers the ability to complete their mailing address. Ex: APO AE 09645-4900 verse US customer --- CA 92518.

PROGRAM DATA - This information is commonly used to validate the customer as one in which we can legally support with product and service assets procured with Air Force Working Capital Funds.

- a. **PROGRAM NAME:** Identify the Program, Project or Application for the product.
- b. **PRG ACRONYM:** Identify the Program, Project or Application acronym.
- c. **PRG MGR:** Identify the Program or Project manager.

FUNDING DATA - Product and / or services provided will be re-imbursable to the Air Force Working Capital Fund. Data supplied in this segment is usually for an existing or newly established program.

- a. **P.O. / MIPR:** When known, provide Purchase Order or Military Interdepartmental Purchase Request from which you plan to order product and / or services.
- b. **CIC:** The Customer Identification Code is issued prior to customers ordering product and services. Issuance of a CIC occurs after receipt of a P.O. or MIPR.
- c. **SC:** Sales Code identifies the funding organization. Ex: Army, Navy, NASA. Fill in if known.

SHIPMENT DATA - Supply the location data where the product will be issued or consumed.

- a. **RECEIVING ACTIVITY CODE:** This block is reserved for your four letter "Reporting Activity Code" or "DODAAC".
- b. **MARK FOR:** Supplemental delivery instructions for shipment processing and notifications.
- c. **AVAILABLE STORAGE:** Do provide your storage capacity for the product being forecasted, minimum and maximum levels included.
- d. **PACKAGING REQUIREMENT(s) / CONTAINER(s) / SIZE / CAPACITY / TURN AROUND:** Provide the type of container you will require. This will include any special fittings or adapters for transfer of product. The turn around applies to your anticipated time that a container will be in your possession.

SALES FORECASTS - Forecasts provided are for Sales only.

- a. **POTENTIAL:** All forecasts will be considered as Firm unless the box next to Potential is marked.
- b. **METHOD OF COMPUTATION:** This is an optional text field to be completed with mathematical computations, which will add value and comprehension to your forecasts.