



Kit Ordering Guidelines

February 2023 to January 2024

SPONSORING MILITARY BRANCH:

NAVY AND AIR FORCE

Navy and Air Force replenishment funds for kits are provided by the sponsoring military branch for the sustainability of the Club. As funds are limited, Anchored4Life follows these guidelines.

- All kit orders are placed on our website, www.anchored4life.com.
- Replenishment materials are provided at no cost to the trained location.
- Locations may only order quantities, based on need, for a maximum of ninety (90) days.
- Locations may reorder throughout the school calendar year when their materials have been exhausted.
- Locations must provide a written rationale of need before the order can be fulfilled, in addition to clicking a radio button.
- When kits are received by the location, the contents must be reviewed for missing or damaged items within sixty (60) days of receipt by sending an email to orders@anchored4life.com with a full description of the issue.
- When funding has been exhausted, any orders received will be placed "on hold" as Anchored4Life will continue to work diligently with the sponsoring military funding branch to provide additional funding to fulfill orders.
- Your School Liaison (SL) may request that we cancel orders when funding has become low or has been exhausted. In those cases, Anchored4Life will inform the trained location of the cancellation of the order.
- If funding cannot be secured to fulfill orders that are "on hold," those orders will be fulfilled at the beginning of the next contract funding year.