



## Kit Ordering Guidelines February 2024 to January 2025

### SPONSORING MILITARY BRANCH:

### MARINE CORPS

Marine Corps 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](http://www.anchored4life.com).
- Each trained location will be allotted a total of sixty (60) kits that may be ordered through October 31, 2024.
- If a trained location has yet to place an order by October 31, 2024, any remaining funds will be shared among the group on a first-come, first-served basis starting November 1, 2024. All Marine Corps locations will be notified by email of this opportunity.
- Replenishment materials are provided at no cost to the location.
- Orders are placed by trained locations in need of materials to support youth experiencing change at their location.
- Locations must provide a written rationale of need before the order can be fulfilled, in addition to clicking a radio button.
- When the location receives kits, the contents must be reviewed for missing or damaged items within sixty (60) days of receipt by sending an email to [orders@anchored4life.com](mailto:orders@anchored4life.com) with a full description of the issue.
- Trained locations' website accounts will be capped at their total allotment to prevent them from ordering over their limit.
- Locations are requested to place one order for their total allotment.
- If additional replenishment kits are in demand, please contact your assigned POC Learning Consultant by email expressing your need for additional materials.