

**USMC/SERVMART CREDIT CARD INITIAL FORM  
FY 2016**

**THIS FORM MUST BE TYPED**

FROM: (UNIT NAME)

TO: MANAGER, USMC/GSA ServMart

CREDIT CARD NUMBER	ACTIVITY ADDRESS CODE	JON #

AAC: \_\_\_\_\_ FIP: \_\_\_\_\_  
 F/A : \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_  
 OFFICE # \_\_\_\_\_ FAX# \_\_\_\_\_  
 EMAIL \_\_\_\_\_

**\*\*MANDATORY FOR ALL FIELDS LISTED ABOVE TO BE COMPLETED\*\***

**AAC/UIC & Fund code loaded to:**

DAAS		DFAS		Quantico	
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<b>FOR USE BY COMPTROLLER DIVISION</b>	
JON VALIDATED BY: _____	
DATE: _____	SIGNATURE _____
	PHONE # _____

<b>FOR USE BY USMC/GSA ServMart</b>	
VERIFIED: _____	UPDATED: _____
NAME: _____	DATE: _____