

PROCEDURE FOR COLEMAN™ TENTS - INSPECTION & CLEANING

1. Remove all tents from storage bin to specific area of the parking lot.
2. Break inspection team into groups, 4-5 tents per group.
3. Set up tents, ONE at a time, per group.
4. Clean inside of tent, making sure that all dirt and debris are removed.
5. Fill out attached inspection sheet for that tent.
6. Make sure that tent is numbered, on the bag and the tent (attach tag to the tent zipper). (Use tags with zip ties provided in the envelope)
7. **Make sure ASM inspects and initials that each tent has been inspected before it is repacked.**
8. Repack tent and set aside until all tents assigned to your group are cleaned, inspected and repacked.
9. After you have completed all your tents deliver the inspection form to the Quartermaster for final approval.
10. Replace tents in the storage locker as directed by the Quartermaster.

Troop 676 - TENT INSPECTION & INVENTORY

DATE: _____

TENT #	Is tent useable? Y/N	Tent condition Good (G) Fair (F) Poor (P)	Are there holes in the tent? Y/N	Are the poles in good condition? Y/N	Does the tent have all the necessary tent stakes? Y/N	General Notes on Tent Condition If repairs are needed please describe If parts are missing please list what is missing, i.e., stakes, poles, bags, etc.
1 Size:7x7 <hr/> ASM						
2 Size:7x7 <hr/> ASM						
3 Size:8x8 <hr/> ASM						
4 Size:7x7 <hr/> ASM						
5 Size:7x7 <hr/> ASM						

TENT #	Is tent useable? Y/N	Tent condition Good (G) Fair (F) Poor (P)	Are there holes in the tent? Y/N	Are the poles in good condition? Y/N	Does the tent have all the necessary tent stakes? Y/N	General Notes on Tent Condition If repairs are needed please describe If parts are missing please list what is missing, i.e., stakes, poles, bags, etc.
6 Size:7x7 <hr/> ASM						
7 Size:7x7 <hr/> ASM						
8 Size:8x8 <hr/> ASM						
9 Size:7x7 <hr/> ASM						
10 Size:7x7 <hr/> ASM						

TENT #	Is tent useable? Y/N	Tent condition Good (G) Fair (F) Poor (P)	Are there holes in the tent? Y/N	Are the poles in good condition? Y/N	Does the tent have all the necessary tent stakes? Y/N	General Notes on Tent Condition If repairs are needed please describe If parts are missing please list what is missing, i.e., stakes, poles, bags, etc.
11 Size:7x7 <hr/> ASM						
12 Size:7x7 <hr/> ASM						
13 Size:7x7 <hr/> ASM						
14 Size:7x9 <hr/> ASM						

TENT #	Is tent useable? Y/N	Tent condition Good (G) Fair (F) Poor (P)	Are there holes in the tent? Y/N	Are the poles in good condition? Y/N	Does the tent have all the necessary tent stakes? Y/N	General Notes on Tent Condition If repairs are needed please describe If parts are missing please list what is missing, i.e., stakes, poles, bags, etc.
15 Size:7x9 <hr/> ASM						
16 Size:7x9 <hr/> ASM						
17 Size:7x9 <hr/> ASM						
18 Size:7x9 <hr/> ASM						
19 Size:7x9 <hr/> ASM						

TENT #	Is tent useable? Y/N	Tent condition Good (G) Fair (F) Poor (P)	Are there holes in the tent? Y/N	Are the poles in good condition? Y/N	Does the tent have all the necessary tent stakes? Y/N	General Notes on Tent Condition If repairs are needed please describe If parts are missing please list what is missing, i.e., stakes, poles, bags, etc.
20 Size:7x9 <hr/> ASM						
21 Size:7x9 <hr/> ASM						
22 Size:7x9 <hr/> ASM						
23 Size:7x9 <hr/> ASM						