



**INDIVIDUAL CLOTHING RECORD (MEN'S) (10120)**

NAVMC 631 (Rev 5-02) (EF) (Previous edition are obsolete and will not be used)

SN: 0109-LF-985-8500

NAME (Last) (First) (Middle Initial)		GRADE				SSN									
DATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
*Refer to MCO P10120.28 and MCO P4050.38 for instructions on using this form.	IN KIND ISSUE SYSTEM		ENTRIES AFFECTING TRANSFERS TO AND FROM COMBAT AREA										SUPPLEMENTARY ISSUES		
	ITEMS	ON HAND	DEBIT	CR.	ACTIVE DUTY ISSUES	ITEMS STORED	ITEMS TAKEN	HLTH & COMF		REPLACEMENT ISSUES FOR PERSONNEL REMAINING	REPLACEMENT ISSUES FOR PERSONNEL DISCHARGED OR TRANSFERRED TO INACTIVE DUTY	ISSUES	ISSUES		
ISSUES		ISSUES						ISSUE OF TRAVELING UNIFORM (From combat area)	ISSUED TO					INVENTORY ON ARRIVAL AT CLOTHING CONTROL POINT	
BAG, DUFFEL: w/carrying strap															
BELT, COAT, MAN'S: cotton, white															
BELT, MARTIAL ARTS, color:															
BELT, REFLECTIVE, SAFETY															
BELT, TROUSERS: web, khaki															
BOOTS, COMBAT: infantry, black, pair															
BOOTS, HOT WEATHER, combat, black or green, pair															
BOOTS, MARINE CORPS COMBAT: temperate weather, olive mohave, pair															
BOOTS, MARINE CORPS COMBAT: hot weather, olive mohave, pair															
BUCKLE: f/belt (coat)															
BUCKLE: f/belt, web, khaki															
BUTTON INSIGNIA: black, metal, 27-line, screwpost															
BUTTON INSIGNIA: gold, 27-line, screwpost															
CAP, COMBAT UTILITY: field, desert MARPAT															
CAP, COMBAT UTILITY: field, woodland MARPAT															
CAP, COMBAT UTILITY: garrison, desert MARPAT															
CAP, COMBAT UTILITY: garrison, woodland MARPAT															
CAP, COMBAT, woodland camouflage pattern															
CAP, GARRISON, MAN'S: all-season polyester/wool gabardine, green															
CLASP, NECKTIE															
COAT, COMBAT: woodland camouflage pattern															
COAT, COMBAT UTILITY: desert MARPAT															
COAT, COMBAT UTILITY: woodland MARPAT															
COAT, MAN'S: all-season, polyester/wool, gabardine, green, w/belt															
COAT, MAN'S: all-weather															
COAT, MAN'S: all-season, polyester/wool, gabardine, blue															
CROWN SERVICE CAP: all-season, polyester/wool, gabardine, green															
CROWN SERVICE CAP: polyester/rayon, white															
DECAL: Marine Corps emblem															
DRAWERS, MAN'S: cotton, white, pair															
FRAME, SERVICE CAP															
GLOVES: cloth, white, pair															
GLOVES: leather, black, pair															
INSIGNIA, BRANCH OF SERVICE: cap, black, screwpost															
INSIGNIA, BRANCH OF SERVICE: cap, black, screwpost, left															
INSIGNIA, BRANCH OF SERVICE: cap, gold, screwpost															
INSIGNIA, BRANCH OF SERVICE: collar, black, pair															
INSIGNIA, BRANCH OF SERVICE: collar, gold, pair															
INSIGNIA, GRADE, ENLISTED PERSONNEL: green or khaki, pair															
INSIGNIA, GRADE, ENLISTED PERSONNEL: green on scarlet, pair															
INSIGNIA, GRADE, ENLISTED PERSONNEL: plastic, black, pair															
NAME & SERVICE TAPE: embroidered green w/black lettering f/combat coat & trousers (set of 3)															
NAME & SERVICE TAPE: embroidered desert MARPAT, f/combat coat & trousers (set of 3)															
NAME & SERVICE TAPE: embroidered woodland MARPAT, f/combat coat & trousers (set of 3)															
SHIRT, MAN'S: polyester/wool, khaki, long-sleeve															
SHIRT, MAN'S: polyester/wool, khaki, quarter-length-sleeve															
SHOE, DRESS: black, pair															
SOCKS, LINER: polyester, black, pair															
SOCKS, WHITE, ATHLETIC (3 pair package)															
SOCKS: w/cushion sole, black or green, pair															
STRIPE, TROUSERS (NCO): scarlet, pair															
STRIPE, SERVICE: green on scarlet, pair															
SWEAT PANTS: green w/insignia, pair															
SWEAT SHIRT: green w/insignia															
SWEATER: pull-over, olive green															
TROUSERS, COMBAT: woodland camouflage pattern, pair															
TROUSERS, COMBAT UTILITY: desert MARPAT, pair															
TROUSERS, COMBAT UTILITY: woodland MARPAT, pair															
TROUSERS, MAN'S: all-season, polyester/wool gabardine, green, pair															
TROUSERS, MAN'S: all-season, polyester/wool gabardine, blue, pair															
TRUNKS, GENERAL PURPOSE: nylon, olive green, pair															
UNDERSHIRT, MAN'S: cotton, white, crew-neck															
UNDERSHIRT: cotton, green															
WAISTPLATE: insignia (SNCOs only)															
WAISTPLATE: Insignia w/o wreath (NCOs only)															
WAISTPLATE: plain (lance corporal and below only)															

<b>CERTIFICATE NO. 1</b>	(CERTIFICATE TO BE USED BY SELECTED MARINE CORPS RESERVE UNITS)						
	I CERTIFY that the issue, recovery, inventory, or combination thereof, as attested to by me below, was made in the amounts or with the results indicated: (Duplicate NAVMC 604 form supporting the issue has been destroyed.)						
	DATE MADE	ORGANIZATION WHERE MADE	ISSUE PER COL. NO.	RECOVERY PER COL.	ON HAND PER COL.	ATTESTED TO BY	DATE ATTESTED

<b>CERTIFICATE NO. 2</b>	(CERTIFICATE TO BE USED BY SMCR UNITS FOR INVENTORY PRIOR TO TRANSFER OF MEMBER TO EXTENDED ACTIVE DUTY)	
	ORGANIZATION _____	
	I CERTIFY that the quantities indicated in column 1 are on hand prior to transfer of subject member to extended active duty. _____ DATE _____ (Inventory officer's signature)	

<b>CERTIFICATE NO. 3</b>	(CERTIFICATE FOR ISSUE MADE MEMBER OF MCR UPON REPORTING FOR EXTENDED ACTIVE DUTY)	
	ORGANIZATION _____	
	I CERTIFY that the issue listed in column 5 was made on indicated date, bringing total of clothing in possession of subject member to current prescribed minimum allowance for personnel on active duty: (Duplicate NAVMC 604 form supporting the issue has been destroyed.) _____ DATE _____ (Witnessing officer's signature)	

<b>CERTIFICATE NO. 4</b>	(CERTIFICATE REGARDING ISSUE/INVENTORY MADE (FOR PERSONNEL ON ACTIVE DUTY ONLY))						
	I CERTIFY that the issue or inventory (or combination thereof) as attested to by below was duly made in the amounts or with the results indicated: (Duplicate NAVMC 604 form supporting the issue has been destroyed)						
	DATE MADE	ORGANIZATION WHERE MADE	ISSUE PER COLUMN NUMBER	ON HAND PER COLUMN NUMBER	IF SUPPLEMENTARY ISSUE INDICATE TYPE	ATTESTED TO BY	DATE ATTESTED

<b>CERTIFICATE NO. 5</b>	Date Inventoried and Stored _____ Stored At _____	
	INVENTORY AND STORAGE: I CERTIFY that quantities of clothing indicated in column 6 represent actual amounts of clothing inventoried by me and stored as indicated above.	
	ATTEST: _____ DATE _____ (Member's signature) (Inventory officer's signature)	

<b>CERTIFICATE NO. 5 A</b>	RETURN DIRECT TO MEMBER:	
	I CERTIFY that I have this date received the articles of clothing indicated in column 6 in the same quantity and condition as they were in when placed in storage: (Issue per column made to compensate for discrepancies discovered) or (See NAVMC 604 attached for items due member).	
	ATTEST: _____ DATE _____ (Member's signature) (Witnessing officer's signature)	

<b>CERTIFICATE NO. 5 B</b>	SHIPPED TO MEMBER:	
	I CERTIFY that the clothing listed in column 6 was shipped this date, at Government expense, to: CONSIGNEE _____ ADDRESS _____	
	_____ DATE _____ (Cognizant Supply Officer's signature)	

<b>CERTIFICATE NO. 6</b>	(CERTIFICATE UPON RELEASE FROM ACTIVE DUTY AND/OR DISCHARGE)	
	I UNDERSTAND that I am required to bring with me all individual uniform clothing items in my possession upon release from active duty if I am ever activated while still under contract or within 90 days of complete discharge.	
	_____ DATE _____ (Member's signature)	