


The screenshot shows the Defense Logistics Agency Disposition Services website. The header includes the agency logo and navigation links: Home, About Us, Public Affairs, Publications, FAQs, FOIA. The main content area is titled "Reutilization / Transfer / Donation (RTD) LESO Shopping Cart". A "Show reminder" checkbox is present. The cart contains one item with the following details:

	* Justification: test	Item Name: COLLECTORS AND/OR HISTORICAL ITEMS	Site: DLADS NORFOLK
Remove From Cart	* Quantity: 1	NSN: 9915DSCOLLEC1	Date Entered Inv.: 01/30/13
	Unit of Issue: EA	DTID: W23BPK22859009	Orig. Acq. Price: 124.00
	Container ID:	Condition: B	DEMIL: A
		Quantity Available: 9	Cycle: DOD

Below the item details, there is a checkbox for "Walk-in Requisition (Customer is on site and wants to remove items the same day)". At the bottom of the cart, there are "Submit Requisition" and "Return" buttons.

Once you have gone to your shopping cart to check out it will give you the option to click the Walk-In Requisition box.

- Only click the Walk-In Requisition box if you are at the field site right then. If you are not at the field site your requisition will be denied.
- You will need to bring either a laptop or portable device to complete a walk-in at the field site since there may not be one for you to use. Or you can call someone at your agency to complete the walk-in while you are at the site.
- If you are going to do a Walk-In, please let your State Coordinator know. This way they can approve it right away.
- It can take four hours for a Walk-In to kick out a 1348 after it has been approved, so please try to do a Walk-In as early in the day as possible.