

Kyoto Branch (cont'd)

To be Terminated 31 May 1949

JPNO 10	JPNO 1640	JPNO 3272	JPNO 4704
25	1937	3273	4705
38	1940	3498	4706
269	2278	3684	4707
385	2279	3689	4708
524	2292	3797	4709
536	2443	3873	4711
571	2705	3960	4721
572	2795	4024	4846
575	2830	4078	4901
661	3025	4079	4902
741	3149	4085	4922
820	3183	4242	4939
821	3220	4344	4940
826	3262	4530	4941
848	3266	4531	4943
960	3267	4537	4944
1013	3268	4538	4945
1051	3269	4620	4948
1414	3270	4629	4949
1488	3271	4659	4976
		4662	5310

Nagoya Branch

Terminated 31 March 1949

JPNO 2623	JPNO 3228	JPNO 4225	JPNO 4699
2625	4015	4229	4700
2979	4089	4698	4703

Terminated 30 April 1949

JPNO 170	JPNO 2914	JPNO 3934	JPNO 4093
217	2972	3935	4182
218	2973	3937	4226
540	3187	3939	4246
1084	3928	3940	4248
1621	3929	3941	4330
1629	3931	3942	4345
2277	3932	3946	

To be Terminated 31 May 1949

JPNO 5	JPNO 2887	JPNO 3666	JPNO 4090
13	2944	3795	4091
18	3079	3796	4092
40	3080	3803	4227
62	3142	3804	4297
202	3182	3805	4298
565	3186	3807	4574
718	3207	3808	4575
823	3263	3818	4644
824	3264	3930	4697
825	3265	3936	4701
829	3342	3938	4702
853	3343	3943	4747
944	3344	3944	4887
1400	3345	3945	4904
1401	3570	3947	4917
1402	3571	4020	4926
1568	3621	4046	4978
1974	3641	4086	4979
2695	3645	4087	4980
2886	3653	4088	5023



FKKH 1280

Osaka Branch

Terminated 31 March 1949

JPNO 63	JPNO 927	JPNO 2861	JPNO 4170
64	974	3081	4171
55	1087	3095	4172
66	1109	3194	4173
67	1303	3540	4174
84	1304	3754	4175
92	2093	3989	4176
97	2293	3991	4177
98	2299	4012	4183
99	2428	4112	4194
535	2438	4114	4197
624	2466	4120	4209
626	2531	4167	4723
627	2621	4168	4927
630	2629	4169	5268

Terminated 30 April 1949

JPNO 148	JPNO 740	JPNO 3695	JPNO 4206
222	760	4027	4207
223	1878	4028	4208
538	3024	4029	4234
623	3451	4116	4329
739	3579	4204	4340
	3609	4205	5165

*h64*  
*967 SM*

To be Terminated 31 May 1949

JPNO 4	JPNO 1163	JPNO 3145	JPNO 4256
26	1403	3146	4451
31	1413	3147	4578
35	1566	3148	4585
49	1605	3274	4626
190	1606	3275	4627
401	1639	3276	4628
475	1734	3277	4641
485	1938	3278	4651
491	1939	3279	4724
492	1950	3280	4726
518	1975	3281	4842
519	1987	3282	4847
539	2052	3283	4848
564	2093	3284	4866
568	2129	3334	4867
594	2174	3335	4895
625	2290	3336	4896
628	2291	3337	4905
629	2294	3615	4914
656	2295	3616	4920
657	2296	3618	4923
658	2385	3622	4925
735	2421	3658	4937
756	2427	3686	4974
810	2448	3693	5001
819	2470	3701	5030
822	2657	3702	5031
827	2697	3777	5032
828	2703	3813	5142
885	2779	4030	5264
898	2808	4081	5265
932	2837	4084	5266
1052	2943	4113	5399
1053	3029	4115	5400
1054	3070	4210	5401
1055	3144	4243	5402
			5403



To ~~1st Lt. J. W. Sargent~~

This may be of interest  
your gang in  
Nagasaki / Aasebo.

SA 11/18

Supply  
Inform Nagasaki

MAJOR EDWARD HOLWAY, CAVALRY, A. U. S.  
HEADQUARTERS, EIGHTH ARMY  
PROCUREMENT SECTION  
FUKUOKA BRANCH  
TELEPHONE: FUKUOKA 3-6128 and 2-6347







INSTRUCTIONS FOR USE OF GPA FORM 1  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*  
Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b. Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 843, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source" if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit

\*\* Inclosure references are to Eighth Army Operational Directive.



Ship and Boat Repair and Maintenance  
JPNO 5095

## 1. Scope:

a. The contractor and/or the Japanese Government will furnish all supervisory personnel, skilled and unskilled labor, materials and equipment necessary to fulfill the requirements of this Demand.

b. Services will include but not be restricted to the following:

1. Drydocking
2. Engine overhaul
3. Fabrication of parts
4. Repairs to hull
5. Repairs to deck, masts, kingposts and superstructure.
6. Instrument repairs
7. Propeller repair
8. Boiler, pump and winch repairs
9. Caulking and tarring
10. Scraping and painting

## 2. Receipts:

a. Receiving Officer will issue work orders to local Prefectural liaison office for execution of work desired. Work order will contain description of work to be done, location, installation and name of Occupation Force representative requesting work. Japanese liaison office will assign work order to one of a group of contractors previously qualified by both the Receiving Officer and a Japanese liaison office. Upon completion of work, Receiving Officer will check and certify correct work order listing services rendered and items of supply, labor and equipment used. Japanese contractor and/or the Japanese Government will prepare a monthly consolidated procurement receipt (GPA Form 2) for each contractor appearing on the Demand. And will submit it for certification by the Receiving Officer. Receipt will be supported by original work order and will specify in the following sequence:

## (1) Furnished by the Occupation Forces:

- a. Labor in man hours, by craft
- b. Materials by type and quantity
- c. Equipment by type and hours of use

## (2) Furnished by the Contractor:

- a. Labor in man hours, by craft
- b. Materials by type and quantity
- c. Equipment by type and hours of use

## (3) Furnished by the Japanese Government:

- a. Labor in man hours, by craft
- b. Materials by type and quantity
- c. Equipment by type and hours of use

(4) Supplies and materials which have been separately procured and are furnished from Occupation Force Depots, and labor obtained by Military Government labor requisitions will be reported under "1" above. No cost data need be indicated for anything furnished under "1" above.

NOTE: See attached ADDITIONAL RECEIPT INSTRUCTIONS.



ADDITIONAL RECEIPT INSTRUCTIONS

Page 1 of 2 pages

1. On a separate form, attached to the procurement receipt, the unit cost and total cost in yen for labor, materials and equipment furnished by the contractor will be recorded by him. Official costs and extensions will be furnished by the Japanese Government. When labor or supplies are furnished by the Japanese Government, quantitative listings will be made by the contractor and official prices in yen written in by the Government. If costs reported by the contractor are not allowed by the Government, those figures will be deleted and amounts actually paid substituted therefor.
2. Each itemization of labor and each bill of materials will be certified by the contractor or by his authorized representative. The certification will consist of a signed statement attached to or at the end of each itemization of labor and each bill of materials, similar to the following:

" I certify, to the best of my knowledge and belief, that the above (or attached) statements represent a true and accurate account of all labor or all materials furnished by, or furnished to, my organization in connection with Procurement Demand No. \_\_\_\_\_ during the period \_\_\_\_\_ to \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Date \_\_\_\_\_

3. Each itemization of labor and each bill of materials will be checked by the Japanese Government and price data added as indicated in paragraph 2A above. They will be certified by a responsible representative of the Japanese Government by adding or attaching a statement similar to the following:

"I have examined the above (or attached) statement by the contractor and the cost data added by the Japanese Government, and I certify to the best of my knowledge and belief, that it represents a true and accurate statement, and that the total amount has been charged to the account indicated."

Signature \_\_\_\_\_

Title \_\_\_\_\_

Governmental Office \_\_\_\_\_

Date \_\_\_\_\_



Additional Receipt Instructions

Page 2 of 2 pages

4. The final receipt issued in connection with each demand should include a further certification to read substantially as follows:

"All costs incurred under this demand have been paid and all payments reported on a GPA Form 2 except as follows: (Here list any exceptions to the statement, with an explanation)."

In connection with any type of receipt (regardless of whether partial or final, and regardless of whether for materials, equipment and supplies, or for construction or services), after actual payment has been made, a copy of the receipt marked "Paid" by the Japanese Disbursing Officer together with a complete copy of the Payment Data Form (MPG 69) containing all of the information pertinent to the payment will be forwarded to the nearest Eighth Army Procurement Office. This copy of the receipt will bear the signature of the Receiving Officer and the Japanese representative on the lower portion of the front face of the receipt form, certified true copies will be accepted in instances where receipt distribution is inadequate.

If the Receiving Officer desires to terminate the procurement demand prior to the designated date of expiration a "Final" receipt will be submitted. This will terminate this procurement demand and no further request for cancellation is required.

Receipts, either negative or positive, will be submitted from the effective date shown in the "Delivery Required" space unless terminated by the Receiving Officer prior to the stated expiration date, at which time the provisions of the preceding paragraph will apply.



To ~~A. Co. Argent~~

For your information  
as a matter of  
possible interest  
and does Kelleher  
have any ideas for a  
source?

A 11/18

Supply  
Check w/ Page to  
see if they have a  
contractor for this.

MAJOR EDWARD HOLWAY CAVALRY, A. U. S.  
HEADQUARTERS, EIGHTH ARMY  
PROCUREMENT SECTION,  
FUKUOKA  
TELEPHONES: FUKUOKA 3 618 AND 2047



PROCUREMENT DEMAND  
On Imperial Japanese Government

Account Code (If Applicable to all Items): \_\_\_\_\_ Demand No. \_\_\_\_\_  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>Services of a contractor to alter U.S. Government issued clothing, to press garments at time of issue and to sew on braid as directed by the Receiving Officer.</p> <p>Alterations which will effect a material change in the cut, measurement or shape of the prescribed uniform will not be made.</p> <p>The contractor will furnish all personnel, machinery, tools and equipment necessary for the requirements of this demand.</p> <p>All supplies will be furnished by the Occupation Forces.</p> <p>RECEIPTS: See attached Receipt Instructions.</p> <p>Authority for Restricted Item 1st Ind GHQ FEC dtd 14 Aug 48 to ltr, Hq 8th Army AGGO 400.12, subj: "Request for Details of Japanese Fiscal year 1948 Budget" dtd 29 July 48. QM Category V (2)</p>		Indefinite

BS/tu

(Detach Along this Line for Additional Pages)

Suggested Source:

Name	Address	City	Prefecture
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(Japanese Delivery) (Occ. Force Pick Up) Authority for Restricted Item: See above  
Date: XXXXXXXXXX Letter Reference or Signature

Delivery Required: 15 Nov 48 to 31 March 1949 Ship By: (Air) (Water) (Rail) (Road)  
Calendar Date or Period XXXXXXXXXX Date First

Deliver To: Commanding Officer Saga Military Government Team Saga  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding General I Corps, Kyoto  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: The Quartermaster QM 8th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions Per QM c/s #9789 dtd 26 Oct 48

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)

8th Army Mil. Govt. Hq. & Hq. Co. Prefecture Typed: XXXXXXXXXX XXXXXXXXXX  
Japan Proc. Officer

(Space for Mil. Govt. Unit Processing Demand to Japanese)

IV UNROC DIST Mil. Govt. Hq. & Hq. Co. Prefecture Signed: \_\_\_\_\_  
Fukuoka Br. Mil. Govt. Officer Rank Branch

Dated: \_\_\_\_\_ Typed: \_\_\_\_\_

(Space for Japanese Only)

P. D. Received By: \_\_\_\_\_  
Signature City Prefecture Date

DUPLICATE COPY  
高 CG, I Corps



INSTRUCTIONS FOR USE OF GPA FORM 1  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States. Allied, and Neutral nationals.
  2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\* Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
  3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
  4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
  5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
  6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
  7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
  8. Detach the lower half of all except the last page, if more than one page is required.
  9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
  10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
  11. Under "Remarks and Instructions", include the following, if appropriate:
    - a. Packing and shipping instructions.
    - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
    - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
  12. All copies of the procurement demand will be signed.
  13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
  14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation, and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
  15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
  16. Amended demands will be prepared and distributed in the same manner.
  17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
  18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
  19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
- \* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit.
- \*\* Inclosure references are to Eighth Army Operational Directive.



RECEIPT INSTRUCTIONS  
ALTERATION OF U. S. GOVERNMENT ISSUED CLOTHING

700  
A. RECEIPTS: 1 a. Monthly consolidated procurement receipts (GPA Form 2) will be prepared by the contractor and/or the Japanese Government and will be submitted to the Receiving Officer for certification. Each receipt will reflect the following information in sequence as stated:

a. Number of alterations made broken down as follows:

- (1) Overcoat
  - (a) Altering of sleeve length
  - (b) Altering of body length
  - (c) Moving of buttons
  - (d) Pressing of overcoat
- (2) Coat Wool (Ike Jacket)
  - (a) Altering of sleeve length
  - (b) Altering of body length
  - (c) Moving of buttons
  - (d) Pressing of coat
- (3) Trousers
  - (a) Altering of waist size
  - (b) Altering of length
- (4) Shirts
  - (a) Altering of sleeve length
  - (b) Altering of side seams
- (5) Caps
  - (a) Sewing on braid

B. If the Receiving Officer desires to terminate the procurement demand prior to the designated date of expiration a FPMR receipt will be submitted. This will terminate this procurement demand and no further request for cancellation is required.

C. Receipts, either negative or positive, will be submitted from the effective date shown in the "Delivery Required" space unless terminated by the Receiving Officer prior to the stated expiration date, at which time the provisions of the preceding paragraph will apply.

D. All statements which follow this paragraph are for the guidance of the contractor and/or the Japanese Government and do not pertain to the Receiving Officer.

E. After signature by the Receiving Officer and prior to submitting the procurement receipt (GPA Form 2) to the Japanese Government for payment, the contractor will enter on a form which he will attach to each of the three copies of the receipt given him by the Receiving Officer, the unit cost and total cost in yen for each alteration made by him in completing the work being receipted for. Official costs and extensions will be furnished by the Japanese Government. If costs reported by the contractor are not allowed by the Japanese Government, these figures will be deleted and amounts actually paid substituted therefore. The costs will be submitted to the Procurement Section on PROC Form 136.

F. Each itemization of alterations will be certified by the contractor or by his authorized representative. The certification will consist of a signed statement attached to or at the end of each itemization of alterations similar to the following:



201  
"I certify, to the best of my knowledge and belief, that the above (or attached) statements represent a true and accurate account of all alterations performed by my organization in connection with Procurement Demand No. \_\_\_\_\_ during the period \_\_\_\_\_ to \_\_\_\_\_.

Signature \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Date \_\_\_\_\_

G. Each itemization of alterations will be checked by the Japanese Government and price data added as indicated in paragraph E above. They will be certified on the PROC Form 136, by a responsible representative of the Japanese Government by adding or attaching a statement similar to the following:

"I have examined the above (or attached) statement by the contractor and the cost data added by the Japanese Government, and I certify to the best of my knowledge and belief, that it represents a true and accurate statement, and that the total amount has been charged to the account indicated.

Signature \_\_\_\_\_

Title \_\_\_\_\_

Governmental Office \_\_\_\_\_

Date \_\_\_\_\_

H. The final receipt issued in connection with each demand and the resultant final PROC Form 136 should include a further certification to read substantially as follows:

"All costs incurred under this demand have been paid and all payments reported on a GPA Form 2 except as follows: (Here list any exceptions to the statement, with an explanation)".

I. In connection with each receipt (regardless of whether partial or final), after actual payment has been made, a Payment Data Form (PROC 136) containing all of the information pertinent to the payment will be forwarded to the nearest Eighth Army Procurement Section, District or Branch Office. This PROC Form 136 will bear the certification of the Japanese representative on the lower portion of the front face of the form.



PROCUREMENT DEMAND  
On Imperial Japanese Government  
See below

Account Code (If Applicable to all Items): \_\_\_\_\_ Demand No. JPNO 4062 A  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1	Procurement demand JPNO 4062 is amended as follows:  <u>Item 1</u>  After Account Code Delete: 100-2-12-000-0 Insert: 115-2-12-10010		

(Detach Along this Line for Additional Pages)

Suggested Source: S.P.B. Fukuoka Branch Fukuoka Fukuoka  
Name Address City Prefecture

Authority for Restricted Item: See original  
Delete One Letter Reference or Signature

Delivery Required: 1 July 1948-30 June 1949 Ship By: (Air) (Water) (Rail) (Road)  
Calendar Date or Period Delete Three

Deliver To: Regional Post Engineer Camp Wood Kumamoto  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Regional Post Engineer Camp Wood Kumamoto  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: The Engineer Engineer 8th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: Per G-4 c/ s dtd 1 and 23 July 1948 filed w/JPNO 4051-B

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
8th Procurement Section  
Army Min Gava Br & Hq Co Japan Typed: RICHARD H. MOORE, LT. COL., FA  
Unit Prefecture Mil. Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
IV Procurement Min Gava Br & Hq Co Fukuoka Br. Signed: /s/ EDWARD HOLWAY Major, Cav.  
Unit Prefecture Mil. Govt. Officer Rank Branch

Dated: 28 August 1948 Typed: EDWARD HOLWAY Major, Cav.  
(Space for Japanese Only)

P. D. Received By: /s/ T. Satoh S.P.B. Fukuoka Branch 28 August 1948  
Signature City Prefecture Date



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
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3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



Account Code (If Applicable to all Items): See below Demand No. JPNO 4062  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	Services of a Hotel Operating Company to perform operation and management of the Tsukasa Hotel, Kumamoto, as directed by the Receiving Officer and as further described in the attached Bill of Particulars. Real Estate procured under JPNR 1574 Account Code: 10 -2-12-000-0		
2.	Services of a contractor to perform Engineer-type operation and maintenance at the Tsukasa Hotel, Kumamoto, as directed by the Receiving Officer and as further described in the attached Bill of Particulars. Account Code: 115-2-23-439-7		

AUTHORITY FOR RESTRICTED ITEM:  
1. Exempt from Forecast per Ltr. SCAP AG 400.12  
GPA dtd 8 May 47  
2. Administrative rewrite of operation and maintenance clause from Real Estate P D.  
Confirming - 1 July 1948 till signed by the Japanese.

(Detach Along this Line for Additional Pages)

Suggested Source: S.P.B. Fukuoka Branch Fukuoka Fukuoka  
Name Address City Prefecture

Authority for Restricted Item: See above  
Letter Reference or Signature

Delivery Required: 1 July 48 - 30 June 49 Ship By: (Air) (Water) (Rail) (Road)  
Calendar Date or Period Delete Three

Deliver To: Regional Post Engineer Camp Wood Kumamoto  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Regional Post Engineer Camp Wood Kumamoto  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: The Engineer Engr 8th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: Per Engr. c/s #3889 dtd 25 June 48 and filed w/JPNO 4058

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
8th Procurement Section Japan Typed: RICHARD H. MOORE, LT. COL., FA  
Army Unit Mil. Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
IV Procurement District Fukuoka Br. Signed: /s/ EDWARD HOLWAY Major, Cav.  
Unit Prefecture Mil Govt. Officer Rank Branch

Dated: 8 July 1948 Typed: EDWARD HOLWAY Major, Cav.  
(Space for Japanese Only)

P. D. Received By: /s/ T. Satoh S.P.B. Fukuoka Branch 8 July 1948  
Signature City Prefecture Date



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
 

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



BILL OF PARTICULARS  
for HOTELS  
JPNO 4058 thru JPNO 4071 Page 1 of 2 Pages

Item 1:

The operation and management of the above listed installation is to be performed under the direction of the Receiving Officer and is to include, but is not limited to the following:

- (a) Furnishing of personnel for the normal operation and management of facilities of this sort on a first class scale.
  - (b) Furnishing of personnel for the preparation and serving of food.
  - (c) Furnishing of personnel for the maintenance and repair of all furniture
  - (d) Furnishing of personnel incidental to the administrative control of the facilities by the Receiving Officer to include clerks for record keeping, interpreters and bookkeepers,
2. No materials, supplies or food will be furnished by the contractor under item one (1) of this demand.
  3. This procurement demand does not cover the following which will be provided for by separate procurement demands:
    - (a) The furnishing of utilities for operating the installation such as water, gas, electricity or sewage disposal.
    - (b) The hauling and unloading of coal.
    - (c) The use of horses.
    - (d) The operation and maintenance of boats.
    - (e) The use of boats.
    - (f) The repair and maintenance of boats.
    - (g) The use of vehicles, bicycles or their maintenance.
    - (h) Entertainment services of any kind.

Reference Item 2:

1. Personnel: Provide adequate management, supervision, administrative and operational personnel, including foremen and skilled labor necessary for this item of the demand.
2. Equipment: Hand tools and equipment will normally be supplied by the Japanese Government or its designated agent; however, the Receiving Officer will supply certain items when and emergency has been declared by the Receiving Officer.
3. Materials: Materials and supplies will be furnished as directed by the Receiving Officer.



## 4. Type of Work:

- a. Work performed under item two (2) of this demand will consist of maintenance and repair of buildings, areas, installations and facilities, including equipment installed therein, occupied by and serving the Occupation Forces.
- b. Work performed under this demand will also include the operation of community utility installations, including fire fighting stations and facilities, police stations and boxes, electrical sub-stations, distribution lines and related equipment, sewer treatment and disposal plants, including connected effluent and influent lines, water treatment and storage plants, including pumping stations, mains and connected service lines, incinerator and heating and boiler plants which are a part of Occupation Force areas, installations and facilities that are maintained specifically for their use. These services do not include operational personnel and servants for dwellings or buildings other than those listed in the preceding sentence.
- c. Specifically the work performed under this demand will include, but will not be limited to, the following types of work:
- (1) Carpenter work
  - (2) Plumbing and steam fitting
  - (3) Electrical work
  - (4) Painting and papering
  - (5) Refrigeration
  - (6) Blacksmithing, welding, sheet metal work
  - (7) Boiler plant and heating distribution system repairs
  - (8) Water system repair
  - (9) Sewage disposal system repair
  - (10) Street and sidewalk repair including paving
  - (11) Insect and rodent control
  - (12) Landscape work, including maintenance of existing landscaping
  - (13) Air conditioning repair
  - (14) Ashes, cinder and trash removal and disposal
  - (15) Elevator repair
  - (16) Packing and crating of household goods, personal effects, office supplies and equipment of military and civilian personnel
  - (17) Resawing of lumber
  - (18) Drainage ditch cleaning and repair
  - (19) Cleaning of septic tanks and cesspools
  - (20) Manufacture of small machine parts
  - (21) Locksmith work
  - (22) Snow removal
  - (23) Mechanical equipment and appliances
- d. Work performed under this demand will not include:
- (1) New or additional construction, installation of existing equipment or facilities with equipment or facilities of a higher quality or increased capacity.
  - (2) Furnishing of gas, electricity, water and sewage disposal services since these are covered by separate procurement demands.

RECEIPTS: Item 1: See attached Receipt Instructions #5  
 Item 2: See attached Receipt Instructions #1



## RECEIPT INSTRUCTIONS # 1

Page 1 of 2 Pages

## Receipt:

1. a. for the accomplishment of work under this demand, work orders will be issued by the Receiving Officer to the contractor. The work order will contain description of work to be done, location, date and name of Occupation Force representative requesting work, upon completion of the work, the completed work order or an attached sheet will specify the following in sequence as states:

- (1) Furnished by the Occupation Forces:
  - a. Labor in man hours by craft
  - b. Materials, by type and quantity
  - c. Equipment by type and hours of use
- (2) Furnished by the Japanese Contractor:
  - a. Labor in man hours by craft
  - b. Materials, by type and quantity
  - c. Equipment, by type and hours of use
- (3) Furnish by the Japanese Government:
  - a. Labor, in man hours by craft
  - b. Materials, by type and quantity.
  - c. Equipment, by type and hours of use

(4) Supplies and materials which have been separately procured and are furnished from Occupation Force Depots, and labor obtained by Military Government labor requisitions will be reported under 1a (1) above. After signature by the Receiving Officer the contractor need not indicate any cost data for anything furnished under 1a(1) above.

b. A monthly consolidated receipt (GPA Form 2) will be prepared by each major, contractor and/or the Japanese Government. This receipt will be submitted to the Receiving Officer for certification and will reflect the following information:

(1) The number and data of issuance of each work order completed by the contractor during the month being covered by the receipt.

c. At least four (4) copies (more if requested by the Receiving Officer) of the monthly receipt will be accompanied by copies of the completed work order and/or attached sheets which show breakdown of labor, materials and equipment furnished by the Occupation Forces, the contractor and the Japanese Government.

d. If the Receiving Officer desires to terminate the procurement demand prior to the designated date of expiration a "Final" receipt will be submitted. This will terminate the procurement demand and no further request for cancellation is required.

e. Receipts, either negative or positive will be submitted from the effective date shown in the "Delivery Required" space unless terminated by the Receiving Officer prior to the stated expiration date, at which time the provision of the preceding paragraph will apply.

f. All statements which follow this paragraph are for the guidance of the contractor and/or the Japanese Government and do not pertain to the Receiving Officer.

g. After signature by the Receiving Officer and prior to submitting the procurement receipt (GPA Form 2) to the Japanese Government for payment, the contractor will enter on a form which he will attach to each of the three copies of the receipt given him by the Receiving Officer, the unit cost and total cost in yen for labor materials and equipment furnished by him in completing the work orders being receipted for. Official costs and extensions will be furnished by the Japanese Government. When labor or supplies are furnished by the Japanese Government, quantitative listings will be made by the contractor and yen figures written in by the Government, those figures will be deleted and amounts actually paid substituted therefore. The costs will be submitted to the Procurement Section on PRBC FORM 69.



RECEIPT INSTRUCTION # 1

h. (1) Receipts for procurement demands which are fulfilled providing for lump-sum payments, which are not paid on the basis of labor and materials, must contain all of the information required under a (1), (2) and (3) but need reflect only the total sumpaid.

(2) Each itemization of labor and each bill of materials will be certified by the contractor or by his authorized representative. The certification will consist of a signed statement attached to or at the end of each itemization of labor and each bill of materials, similar to the following:

"I certify, to the best of my knowledge and belief, that the above (or attached) statements represent a true and accurate account of all labor of all materials furnished by, or furnished to, my organization in connection with Procurement Demend No. \_\_\_\_\_ during the P eriod \_\_\_\_\_ to \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Date \_\_\_\_\_

(3) Each itemization of labor and each bill of materials will be checked by the Japanese Government and price data added as indicated in paragraph a (4) above. They will be certified on the PROC Form 69, by a responsible representative of the Japanese Government by adding or attaching a statement similar to the following:

"I have examined the above (or attached) statement by the contractor and the cost data added by the Japanese Government, and I certify to the best of my knowledge and belief, that it represents a true and accurate statement, and that the total amount has been charged to the account indicated."

Signature \_\_\_\_\_

Title \_\_\_\_\_

Governmental Officer \_\_\_\_\_

Date \_\_\_\_\_

(4) The final receipt issued in connection with each demand and the resultant final PROC Form 69 should include a further certification to read substantially as follows:

"All cost incurred under this demand have been paid on all payments reported on a GPA Form 2 except as follows: (Here list any exceptions to the statement, with an explanation)" .

i. In connection with any type of receipt (regardless of whether partial or final, and regardless of whether for materials, equipment and supplies, or for construction or services). after actual payment has been made, a Payment Data Form (PROC 69) containing all of the information pertinent to the payment will be forwarded to the nearest Eighth Army Procurement Section. This P ROC 69 will bear the certification of the Japanese representative on the lower portion of the front face of the form.



RECEIPT INSTRUCTIONS # 5

1 . Receipts:

a. Monthly consolidated procurement receipts (GPA Form 2) will be prepared by the contractor and/or the Japanese Government and will be submitted to the Receiving Officer for certification. Each receipt will specify the following in sequence as stated:

- (1) Furnished by the Japanese Contractor:
  - (a) Labor, in man hours, by craft
- (2) Furnished by the Japanese Government:
  - (a) Labor, in man hours, by craft

b. If the Receiving Officer desires to terminate the procurement demand prior to the designated date of expiration a "Final" receipt will be submitted. This will terminate the procurement demand and no further request for cancellation is required.

c. Receipts, either negative or positive, will be submitted from the effective date shown in the "Delivery Required" space unless terminated by the Receiving Officer prior to the stated expiration date, at which time the provisions of the preceding paragraph will apply.

d. All statements which follow this paragraph are for the guidance of the contractor and/or the Japanese Government and do not pertain to the Receiving Officer.

e. After signature by the Receiving Officer and prior to submitting the procurement receipt (GPA Form 2) to the Japanese Government for payment, the contractor will enter on a form which he will attach to each of the three copies of the receipt given him by the Receiving Officer, the unit cost and total cost in yen for labor furnished by him in completing the work orders being accepted for. Official costs and extensions will be furnished by the Japanese Government. When labor is furnished by the Japanese Government, quantitative listings will be made by the contractor and yen figures written in by the Government. If costs reported by the contractor are not allowed by the Government, those figures will be deleted and amounts actually paid substituted therefore. The costs will be submitted to the procurement Section on PROC Form 69.

f. (1) Each itemization of labor will be certified by the contractor or by his authorized representative. The certification will consist of a signed statement attached to or at the end of each itemization of labor similar to the following:

"I certify, to the best of my knowledge and belief, that the above (or attached) statements represent a true and accurate account of all labor furnished by, or furnished to, my organization in connection with Procurement Demand No. \_\_\_\_\_ during the period \_\_\_\_\_ to \_\_\_\_\_."

Signature \_\_\_\_\_  
 Title \_\_\_\_\_  
 Organization \_\_\_\_\_  
 Date \_\_\_\_\_

(2) Each itemization of labor will be checked by the Japanese Government and price data added. They will be certified on the PROC Form 69, by a responsible representative of the Japanese Government by adding or attaching a statement similar

"I have examined the above (or attached) statement by the contractor and the cost data added by the Japanese Government, and I certify to the best of my knowledge and belief, that it represents a true and accurate statement, and that the total amount has been charged to the account indicated

Signature \_\_\_\_\_  
 Title \_\_\_\_\_  
 Government Office \_\_\_\_\_  
 Date \_\_\_\_\_



## RECEIPT INSTRUCTION # 5

Page 2 of 2 Pages

(3) The final receipt issued in connection with each demand and the resultant final P ROC Form 69 should include a further certification to read substantially as follows:

"All costs incurred under this demand have been paid on all payments reported on a GPA Form 2 except as follows: (Here list any exceptions to the statement, with an explanation)"

g. In connection with any type of receipt (regardless of whether partial or final, and regardless of whether for materials, equipment and supplies, or for construction or services) after actual payment has been made, a Payment Data Form (PROC 69) containing all of the information pertinent to the payment will be forwarded to the nearest Eighth Army Procurement Section. This PROC 69 will bear the certification of the Japanese representative on the lower portion of the front face of the form.



GPA Form 1 (4-46)

PROCUREMENT DEMAND On Imperial Japanese Government

Page 1 of 1 Pages

Account Code (If Applicable to all Items): See below Demand No. JPNO 4398

(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	Services of a contractor to perform operation, maintenance and repair on all buildings, structures, utility installations, operational facilities and grounds, including Dependent Housing Facilities, for which the Regional Post Engineer, Camp Hakata, Fukuoka, has maintenance responsibility. This covers all such installations and related facilities within, but not entirely limited to, the Prefecture of Fukuoka, and excludes Camp Kokura and Air Force and Naval installations and facilities; as directed by the Receiving Officer and as further described in the attached Bill of Particulars. Account Code: 115-2-23-439-7		Indefinite
2.	Services of a contractor to perform repair and maintenance on interior roads which are used exclusively by the Occupation Forces; as directed by the Receiving Officer and as further described in the attached Bill of Particulars. Account Code: 115-2-24-100-8		Indefinite

NOTE: Operation, maintenance and repair services required by this demand were previously performed by this contractor under JPNO 524.

BS \*(Selected by JG)

(Detach Along this Line for Additional Pages)

Suggested Source: \*Zemidaka Gumi

Name Address City Prefecture  
 Authority for Exempt from Forecast per Ltr  
 (Japanese Delivery) (Occ Force Pick Up) Restricted Item: GHQ SCAP AG 400.12 (8 May 47)GD  
 Delete One Letter Reference or Signature

Delivery 1 September 1948 - 31 March 1949 Ship  
 Required: Calendar Date or Period By: (Air) (Water) (Rail) (Road)  
 Delete Three

Deliver Regional Post Engineer Camp Hakata Fukuoka  
 To: Name of Receiving Officer Organisation Location Prefecture Phone

Requested Commanding General 24th Inf Div Kokura Fukuoka  
 By: Name of Requesting Officer Organisation Location Prefecture Phone

Approved The Engineer Engineer 8th Army Kanagawa  
 By: Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: Per Engr c/s #4053 dtd 29 June 48 filed w/JPNO 45-A (w/JPNO 524-C)  
Per Radio, Cite LM-349, Fukuoka Br, IV Proc Dist, dtd 31 July 48 filed

(Space for Mil Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
 8th Procurement Section  
 Army Mil. Govt. Hq. & Hd. Co. // Japan Typed: RICHARD H. MOORE, LT:COL., FA,  
 Unit Prefecture Procurement Officer Rank Branch

(Space for Mil Govt. Unit Processing Demand to Japanese)  
 IV Procurement  
 Dist. Mil. Govt. Hq. & Hd. Co. // Fukuoka Br Signed: Edward Holway Cav  
 Unit Prefecture Mil. Govt. Officer Rank Branch

Dated: 20 August 1948 Typed: EDWARD HOLWAY Major, Cav.

(Space for Japanese Only)

P. D. Received By: DUPLICATE COPY 20 August 1948  
 City Date  
 24th Inf Div





**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States. Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
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c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



BILL OF PARTICULARS  
FOR OPERATION AND MAINTENANCE DEMANDS

Page 1 of 1 pages

1. Personnel: Provide adequate management, supervision, administrative and operational personnel, including foremen and skilled labor necessary for the accomplishment of the requirements of this procurement demand.

2. Equipment: Hand tools and equipment will normally be supplied by the Japanese Government or its designated agent; however, the Receiving Officer will supply certain items when an emergency has been declared by the Receiving Officer.

3. Materials: Materials and supplies will be furnished as directed by the Receiving Officer.

4. Type of Work:

a. Work performed under this demand will consist of maintenance and repair of buildings, areas, installations and facilities, including equipment installed therein, occupied by and serving the Occupation Forces, as indicated in paragraph 1, page 1 of this demand.

b. Work performed under this demand will also include the operation of community utility installations, including fire fighting stations and facilities, police stations and boxes, electrical sub-station, distribution lines and related equipment, sewer treatment and disposal plants, including connected effluent and influent lines, water treatment and storage plants, including pumping stations, mains and connected service lines, incinerator and heating and boiler plants which are a part of Occupation Force areas, installations and facilities that are maintained specifically for their use. These services do not include operational personnel and servants for dwellings or buildings other than those listed in the preceding sentence.

c. Specifically the work performed under this demand will include, but will not be limited to, the following types of work:

- (1) Carpenter work
- (2) Plumbing and steam fitting
- (3) Electrical work
- (4) Painting and papering
- (5) Refrigeration
- (6) Blacksmithing, welding, sheet metal work
- (7) Boiler plant and heating distribution system repairs
- (8) Water system repair
- (9) Sewage disposal system repair
- (10) Street and side walk repair including paving
- (11) Insect and rodent control
- (12) Landscape work, including maintenance of existing landscaping
- (13) Air conditioning repair
- (14) Ashes, cinder and trash removal and disposal
- (15) Elevator repair
- (16) Packing and crating of household goods, personal effects, office supplies and equipment of military and civilian personnel
- (17) Resawing of lumber
- (18) Drainage ditch cleaning and repair
- (19) Cleaning of septic tanks and cesspools
- (20) Manufacture of small machine parts
- (21) Lock smith work
- (22) Snow removal
- (23) Mechanical equipment and appliances

d. Work performed under this demand will not include:

- (1) New or additional construction, installation of existing equipment or facilities with equipment or facilities of a higher quality or increased capacity.
- (2) Furnishing of gas, electricity, water and sewage disposal services since these are covered by separate procurement demand.

5. Receipts: See attached Receipt Instructions No. 1.



## RECEIPT INSTRUCTIONS #1

Page 1 of 2 pages

## Receipts:

1. a. For the accomplishment of work under this demand, work orders will be issued by the Receiving Officer to the contractor. The work order will contain description of work to be done, location, date and name of Occupation Force representative requesting work. Upon completion of the work, the completed work order or an attached sheet will specify the following in sequence as stated:

- (1) Furnished by the Occupation Forces:
  - a. Labor in man hours by craft
  - b. Materials, by type and quantity
  - c. Equipment by type and hours of use
- (2) Furnished by the Japanese Contractor:
  - a. Labor in man hours by craft
  - b. Materials, by type and quantity
  - c. Equipment, by type and hours of use
- (3) Furnished by the Japanese Government:
  - a. Labor, in man hours by craft
  - b. Materials, by type and quantity.
  - c. Equipment, by type and hours of use
- (4) Supplies and materials which have been separately procured and are furnished from Occupation Force Depots, and labor obtained by Military Government labor requisitions will be reported under 1a (1) above. After signature by the Receiving Officer the contractor need not indicate any data for anything furnished under 1a (1) above.

b. A monthly consolidated receipt (GPA Form 2) will be prepared by each major contractor and/or the Japanese Government. This receipt will be submitted to the Receiving Officer for certification and will reflect the following information:

- (1) The number and date of issuance of each work order completed by the contractor during the month being covered by the receipt.

c. At least four (4) copies (more if requested by the Receiving Officer) of the monthly receipt will be accompanied by copies of the completed work order and/or attached sheets which show breakdown of labor, materials and equipment furnished by the Occupation Forces, the contractor and the Japanese Government.

d. If the Receiving Officer desires to terminate the procurement demand prior to the designated date of expiration a "Final" receipt will be submitted. This will terminate the procurement demand and no further request for cancellation is required.

e. Receipts, either negative or positive will be submitted from the effective date shown in the "Delivery Required" space unless terminated by the Receiving Officer prior to the stated expiration date, at which time the provision of the preceding paragraph will apply.

f. All statements which follow this paragraph are for the guidance of the contractor and/or the Japanese Government and do not pertain to the Receiving Officer.

g. After signature by the Receiving Officer and prior to submitting the procurement receipt (GPA Form 2) to the Japanese Government for payment, the contractor will enter on a form which he will attach to each of the three copies of the receipts given him by the Receiving Officer, the unit cost and total cost in yen for labor materials and equipment furnished by him in completing the work orders being receipted for. Official costs and extensions will be furnished by the Japanese Government. When labor or supplies are furnished by the Japanese Government, quantitative listings will be made by the contractor and yen figures written in by the Government.



Receipt Instructions #1 Con't.

If cost reported by the contractor are not allowed by the government, those figures will be deleted and amounts actually paid substituted therefore. The costs will be submitted to the Procurement Section on PROC FORM 69.

h.

(1) Receipts for procurement demands which are fulfilled under contracts providing for lump-sum payments, which are not paid on the basis of labor and materials, must contain all of the information required under a (1), (2) and (3), but need reflect only the total sum paid.

(2) Each itemization of labor and each bill of materials will be certified by the contractor or by his authorized representative. The certification will consist of a signed statement attached to it at the end of each itemization of labor and each bill of materials, similar to the following:

"I certify, to the best of my knowledge and belief, that the above (or attached) statements represent a true and accurate account of all labor or all materials furnished by, or furnished to, my organization in connection with Procurement Demand No. \_\_\_\_\_ during the period \_\_\_\_\_ to \_\_\_\_\_."

Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Organization \_\_\_\_\_  
Date \_\_\_\_\_

(3) Each itemization of labor and each bill of materials will be checked by the Japanese Government and price data added as indicated in paragraph a (4) above. They will be certified on the PROC Form 69, by a responsible representative of the Japanese Government by adding or attaching a statement similar to the following:

"I have examined the above (or attached) statement by the contractor and the cost data added by the Japanese Government, and I certify to the best of my knowledge and belief, that it represents a true and accurate statement, and that the total amount has been charged to the account indicated."

Signature \_\_\_\_\_  
Title \_\_\_\_\_  
Governmental Office \_\_\_\_\_  
Date \_\_\_\_\_

(4) The final receipt issued in connection with each demand and the resultant final PROC Form 69 should include a further certification to read substantially as follows:

"All costs incurred under this demand have been paid and all payments reported on a GPA Form 2 except as follows: (Here list any exceptions to the statement, with an explanation)".

i. In connection with any type of receipt (regardless of whether partial or final, and regardless of whether for materials, equipment and supplies, or for construction or services), after actual payment has been made, a Payment Data Form (PROC 69) containing all the information pertinent to the payment will be forwarded to the nearest Eighth Army Procurement Section District or Branch Office. This PROC 69 will bear the certification of the Japanese representative on lower portion of the front face of the form.



GPA Form 1 (4-46)

PROCUREMENT DEMAND

Page 1 of 1 Pages

Account Code (If Applicable to all Items): Demand No. JPNO 3844  
(Read Instructions on Back of this Form)

*DBA*  
*1st Col. [Signature]*  
*with 20 to 27 incl.*  
*GH*

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	Services of Japanese entertainers to perform at the times, dates and places listed on the attached sheet as directed by the Receiving Officer.  RECEIPTS: See attached Receipt Instructions.		

MP

(Detach Along this Line for Additional Pages)

Suggested Source: **S.P.B. Fukuoka Branch Office** **Fukuoka**  
Name Address City Prefecture

(Japanese Delivery) ~~(Occ Force Pick Up)~~ Authority for Restricted Item: **Exempt from Forecast per Ltr. SCAP 400.12 GPA dtd 8 May 47**  
Delete One Letter Reference or Signature

Delivery Required: **See attached sheet** Ship By: ~~(Air) (Water) (Rail) (Road)~~  
Calendar Date or Period Delete Three

Deliver To: **Special Service Officer 24th Inf. Div. Kokura**  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: **Special Service Officer 24th Inf. Div. Kokura**  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: **Special Service Officer SS 8th Army Kanagawa**  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: **Per SS c/s #2248 dtd 19 May 48 Ent. Req. #628**

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
 8th Procurement Sec. Army / Mil. Govt. Hq. & Hq. Co. Japan  
Unit Prefecture Typed: **BERT FREGOSI, Lt. Col., C.E.**  
Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
 IV Procurement District Mil. Govt. Hq. & Hq. Co. Fukuoka Br.  
Unit Prefecture Signed: *[Signature]* Mil. Govt. Officer Rank Branch  
 Dated: **15 June 1948** Typed: **EDWARD HOLWAY Major, Cav.**

(Space for Japanese Only)  
 P. D. Received By: *[Signature]* **S.P.B. Fukuoka** **15 June 1948**  
Signature City Prefecture Date

DUPLICATE

CG 24th Inf. Div.



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records ●	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
 

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



DBA

## BILL OF PARTICULARS

JPNO 3844

Page 1 of 6 pages

1. Officers Club, 19th Inf Regt.
  - a. Acrobat - 1 person  
Time: 1900 - 1945 hours  
Dates: 10 July 48  
Performances 1
  - b. Vaudeville - 1 person  
Time: 1900 - 2000 hours  
Dates: 30 July  
26 August 48  
Performances 2
  - c. Magician - 1 person  
Time: 1900 - 2000 hours  
Dates: 22 September 48  
Performances 1
  - d. Orchestra - 9 pcs.  
Time: 1900 - 2300 hours  
Dates: 3, 24 July  
7, 21 August  
4, 18, September 48  
Performances 6
  - e. Judo Act - 6 people  
Time: 1900 - 2000 hours  
Dates: 14 August 48  
Performances 1
2. Sgt Club, 19th Inf Regt
  - a. Acrobat - 1 person  
Time: 1900 - 2000 hours  
Dates: 15 July 48  
Performances 1
  - b. Vaudeville - 1 person  
Time: 1900 - 2000 hours  
Dates: 24 July  
19 August 48  
Performances 2
  - c. Magician - 1 person  
Time: 1900 - 2000 hours  
Dates: 9 September 48  
Performances 1
  - d. Orchestra - 9 pcs.  
Time: 1900 - 2300 hours  
Dates: 2, 17, 31 July  
14, 28 August  
11, 25 September 48  
Performances 7
  - e. Judo Act - 6 people  
Time: 1900 - 2000 hours  
Dates: 21 August 48  
Performances 1
3. Service Club #49, Beppu, 19th Inf Regt
  - a. Magician - 1 person  
Time: 1900 - 2000 hours  
Dates: 2 September 48  
Performances 1
  - b. Orchestra - 9 pcs.  
Time: 1900 - 2100 hours  
Dates: 10, 18, 25 July  
8, 15, 22 August  
6, 20 September 48  
Performances 8







JPNO 3844

DBA

Page 3 of 6 pages

6. d. Band - 7 pcs. Performances 13  
 Time: 1300 - 1700 hours  
 Dates: 3, 10, 17, 24, 31 July  
 7, 14, 21, 28 August  
 4, 11, 18, 25 September 48
- e. Kendo Show - 8 people Performances 3  
 Time: 1400 - 1500 hours  
 Dates: 21 July  
 18 August  
 15 September 48
- f. Judo Show - 8 people Performances 3  
 Time: 1400 - 1500 hours  
 Dates: 28 July  
 25 August  
 22 September 48
- g. Variety Show - 8 people Performances 3  
 Time: 1400 - 1500 hours  
 Dates: 14 July  
 11 August  
 8 September 48
7. EM Club, 19th Inf Regt Performances 1  
 a. Acrobat - 1 person  
 Time: 1900 - 1945 hours  
 Dates: 5 July 48
- b. Vaudeville Act - 1 person. Performances 2  
 Time: 1900 - 2000 hours  
 Dates: 22 July  
 5 August 48
- c. Orchestra - 9 pcs. Performances 13  
 Time: 1900 - 2300 hours  
 Dates: 7, 14, 21, 28 July  
 4, 11, 18, 25 August  
 1, 8, 15, 22, 29 September 48
- d. Judo Act - 6 people Performances 1  
 Time: 1900 - 2000 hours  
 Dates: 8 August 48
8. EM Club, Hqs. 24th Div. Performances 26  
 a. Band - 9 pcs.  
 Time: 1800 - 2200 hours  
 Dates: 4, 7, 11, 14, 18, 21,  
 25, 31 July  
 1, 4, 8, 11, 15, 21, 22,  
 25, 29 August  
 1, 5, 8, 12, 18, 19, 22,  
 26, 29 September 1948
9. Serv. Club #24, Hqs. 24th Div. Performances 26  
 a. Band - 9 pcs.  
 Time: 1800 - 2200 hours  
 Dates: 1, 6, 8, 13, 15, 20, 22,  
 27, 29 July  
 3, 5, 10, 12, 17, 19, 24,  
 26, 31 August  
 2, 7, 9, 14, 16, 21, 28,  
 30 September 1948



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DBA

Page 4 of 6 pages

10. Officers Club, Hqs. 24th Div. Performances 13  
 a. Band - 9 pcs.  
 Time: 2000 - 2400 hours  
 Dates: 3, 10, 17, 24, 28 July  
 7, 14, 18, 28 August  
 4, 11, 15, 25 September 48
11. 3rd Eng. Club, 24th Div. Performances 13  
 a. Band - 9 pcs.  
 Time: 1800 - 2200 hours  
 Dates: 2, 9, 16, 23, 30 July  
 6, 13, 20, 27 August  
 3, 10, 17, 24 September 48
12. 24th Div. Art. NCO Club Performances 13  
 a. Band - 7 pcs.  
 Time: 2100 - 0100 hours  
 Dates: 3, 10, 17, 24, 31 July  
 7, 14, 21, 28 August  
 4, 11, 18, 25 September 48
13. Officers Club, 24th Div. Performances 13  
 a. Band - 7 pcs.  
 Time: 2100 - 0100 hours  
 Dates: 3, 10, 17, 24, 31 July  
 7, 14, 21, 28 August  
 4, 11, 18, 25 September 48
14. 34th Inf Regt. Serv. Club #52 Performances 25  
 a. Band - 6 pcs.  
 Time: 1900 - 2100 hours  
 Dates: 1, 6, 8, 13, 15, 20, 22,  
 27, 29 July  
 3, 5, 10, 12, 17, 19, 24,  
 26 August  
 2, 7, 9, 14, 16, 21, 23,  
 28 September 48
15. EM Club, 34th Inf Regt Performances 26  
 a. Band - 9 pcs.  
 Time: 1900 - 2100 hours  
 Dates: 3, 7, 10, 14, 17, 21, 24,  
 28, 31 July  
 4, 7, 11, 14, 18, 21, 25,  
 28 August  
 1, 4, 8, 11, 15, 18, 22,  
 25, 29 September 48
16. Officers Club, 34th Inf Regt Performances 12  
 a. Band - 6 pcs.  
 Time: 2000 - 2400 hours  
 Dates: 3, 10, 17, 24, 31 July  
 7, 14, 21, 28 August  
 4, 11, 18, 25 September 48
17. Serv. Club #47, 21st Inf Regt Performances 39  
 a. Band - 9 pcs.  
 Time: 1800 - 2200 hours  
 Dates: 3, 4, 7, 10, 11, 14, 17, 18,  
 21, 24, 25, 28, 31 July  
 1, 4, 7, 8, 11, 14, 15, 18,  
 21, 22, 25, 28, 29 August  
 1, 4, 5, 8, 11, 12, 15, 18,  
 19, 22, 25, 26, 29 September 48



JPNO\*3844

DBA

Page 5 of 6 pages

18. EM Club, 21st Inf Regt  
 a. Band - 9 pcs. Performances 13  
 Time: 1830 - 2230 hours  
 Dates: 5, 12, 19, 26 July  
 2, 9, 16, 23, 30 August  
 6, 12, 20, 27 September 48
19. NCO Club, 21st Inf. Regt  
 a. Band - 9 pcs. Performances 7  
 Time: 1800 - 2200 hours  
 Dates: 9, 16, 30 July  
 13, 27 August  
 10, 24 September 1948
20. Officers Club, 21st Inf Regt  
 a. Band - 8 pcs. Performances 13  
 Time: 2100 - 0100 hours  
 Dates: 3, 10, 17, 24, 31 July  
 7, 14, 21, 28 August  
 4, 11, 18, 25 September 48
- . ACCOUNT CODE for items #1 thru 20: 137-2-10-404-0
21. CCD Dist Sta III, Fukuoka  
 a. Band - 7 pcs. Performances 7  
 Time: 2100 - 0100 hours  
 Dates: 2, 16, 30 July  
 13, 27 August  
 10, 24 September 48
- Account Code for above: 137-5-10-404-0
22. Nagasaki MG Team  
 a. Band - pcs, with 1 manager Performances 3  
 Time: 1900 - 2300 hours  
 Dates: 3 July  
 7 August  
 4 September 48
23. Oita MG Team  
 a. Band - 6 pcs! Performances 3  
 Time: 2000 - 2200 hours  
 Dates: 10 July  
 14 August  
 18 September 48
24. Fukuoka MG Team  
 a. Band - 9 pcs! Performances 6  
 Time: 1900 - 2300 hours  
 Dates: 10, 24 July  
 7, 21 August  
 11, 25 September 48
25. Kagoshima MG Team  
 a. Band - 5 pcs. Performances 6  
 Time: 2000 - 2400 hours  
 Dates: 3, 17 July  
 7, 21 August  
 4, 18 September 48



JPNO 3844

Page 6 of 6 pages

26. Kumamoto MG Team Performances 6
- a. Band - 9 pcs.  
 Time: 1900 - 2200 hours  
 Dates: 3, 17 July  
           7, 21 August  
           4, 18 September 48
1. f. Bicycle Act - 2 people Performances 1  
 Time: 1900 - 2000 hours  
 Date: 24 September 48
2. f. Bicycle Act - 2 people Performances 1  
 Time: 1900 - 2000 hours  
 Dates: 18 September 48
7. e. Bicycle Act - 2 people Performances 1  
 Time: 1900 - 2000 hours  
 Date: 14 September 1948

ACCOUNT CODE: for items #22 thru 26: 137-2-10-404-0

27. Saga MG Team Performances 3
- a. Band - 5 pcs.  
 Time: 1800 - 2200 hours  
 Date: 10 July  
           17 August  
           18 September 48



## ENTERTAINMENT RECEIPTS

- VS
- (1) The receiving Officer indicated in entertainment procurement demands will be responsible to furnish each receiving unit representative with full particulars relating to performances, etc., for each unit in the form of true copies of the demand or extracts thereof.
  - (2) Regular procurement receipts (GPA Form 2) for entertainment will be prepared from supplementary entertainment receipts which will be utilized as follows:
    - (a) The Japanese entertainer, or representative of a group of entertainers will present five (5) copies of this supplementary entertainment receipt to the receiving unit (club, hotel, etc.,) representative at the conclusion of each performance.
    - (b) The receiving unit representative and the Japanese representative will execute the necessary signatures on the supplementary entertainment receipt after the former has checked the supplementary entertainment receipt for conformity with the provisions of the procurement demand, and checked the audition numbers of the entertainers present against those numbers listed on the supplementary entertainment receipt and verified the identity of each entertainer by comparison with the photograph on the reverse side of the entertainer's audition certificate.
    - (c) The receiving unit representative will retain one copy of the supplementary entertainment receipt, give three (3) copies to the Japanese representative, and forward one copy to the Receiving Officer indicated on the procurement demand. Of the three copies given to the Japanese, one copy, with yen costs affixed, will be returned to the Receiving Officer indicated on the demand with the procurement receipts (GPA Form 2).
  - (3) The Japanese Government will prepare procurement receipts (GPA Form 2) from the data shown on the entertainment receipts and submit same to the Receiving Officer indicated on the procurement demand (or his authorized representative) not later than the 15th day of the month subsequent to the calendar month in which the services were rendered. All services resulting in actual yen cost will be reflected in the body of the procurement receipt as well as the "Unit" and "Quantity" columns. No yen cost entries will be reflected in the body of the procurement receipt as well as the "Unit" and "Quantity" columns. No yen cost entries will appear on the procurement receipt (GPA Form 2) but the actual yen costs, including cost of entertainment, additional pay for accompaniment, regional allowances, lodging allowances and miscellaneous expenses will be entered on the supplementary entertainment receipt by the Japanese Government.
  - (4) For services not rendered, the Receiving Officer indicated on the demand (or his authorized representative) will prepare one monthly negative receipt listing the using units, services, and dates of services indicated in the procurement demand that were not furnished. Such negative receipts are necessary only when the Japanese fail to deliver all the services indicated on the procurement demand.
  - (5) If the Japanese fail to deliver to the Receiving Officer indicated on the demand a procurement receipt within the new time limit prescribed in paragraph 3 above, the Receiving Officer will forward to this headquarters, through appropriate channels, a letter report of non-compliance with receipt instructions. Wherever possible intermediate commanders will cause the receipt to be submitted.



GPA Form 1  
(4-46)PROCUREMENT DEMAND  
On Imperial Japanese GovernmentPage L of 2 PagesAccount Code (If Applicable to all Items): 135-2-12-10 -0 Demand No. JPNO 3745 A  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>JP NO 3745 is amended as follows:</p> <p><u>Delivery Required</u> Delete: 1 July Insert: 1 January 1947</p> <p>Receipts: For the period 1 January 1947 to 30 June 1948 one consolidated receipt sheet which have not already been receipted for will be prepared by the contractor and/or the Japanese government and submitted to the Receiving Officer for certification. In the event that subject services have been receipted for against a local procurement demand, a negative receipt will be submitted for that period stating thereon the procurement number against which receipts were issued. For each month thereafter receipts will be submitted in accordance with Receipt Instructions attached to JPNO 3745.</p> <p>The Japanese Government will take action to prosecute under Articles 156 and 157 of the Japanese Criminal Code and Article 2 of Imperial Ordinance Number 311, any person or persons not a member of the Occupation.</p>		

(Detach Along this Line for Additional Pages)



GPA Form 1 (4-46)

PROCUREMENT DEMAND On Imperial Japanese Government

Page 2 of 2 Pages

Account Code (If Applicable to all Items): 135-2-12-100-0 Demand No. JPNO 3745 A

Item No.	Specific Description of Items Desired	Unit	Quantity
	Forces who for personal gain knowingly and willfully make false entry or entries on GP A Form 2 Receipts.		

DS/tu

(Detach Along this Line for Additional Pages)

Suggested Source: Maintenance Bureau Fukuoka Branch  
 Name: \_\_\_\_\_ Address: \_\_\_\_\_ City: \_\_\_\_\_ Prefecture: \_\_\_\_\_  
 Authority for: 1st Ind GHQ SCAP AG 40 .12  
 Restricted Item: (18 Mar 47) GPA dtd 14 Apr 48  
 Delete One  
 Letter Reference or Signature: and 13th Ind GHQ SCAP AG 400.12  
 Delivery Required: 1 Jan 47-31 Dec 48  
 Calendar Date or Period: (14 Oct 47) GPA dtd 20 Mar 48 SCAP  
 By: REQ 0-412 (Air) (Water) (Rail) (Road) Delete Three

Deliver To: C & 1 Officer Fukuoka MG Team Fukuoka  
 Name of Receiving Officer: \_\_\_\_\_ Organization: \_\_\_\_\_ Location: \_\_\_\_\_ Prefecture: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Requested By: C & 1 Officer Fukuoka M.G. Team Fukuoka  
 Name of Requesting Officer: \_\_\_\_\_ Organization: \_\_\_\_\_ Location: \_\_\_\_\_ Prefecture: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Approved By: Transportation Officer TO 8th Army Kanagawa  
 Name of Approving Officer: \_\_\_\_\_ Staff Section: \_\_\_\_\_ Headquarters: \_\_\_\_\_ Prefecture: \_\_\_\_\_ Phone: \_\_\_\_\_

Remarks and Instructions: Per TO c/s #2517 dtd 24 May 48

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
 8th Army Unit: Proc Section Japan Typed: ALBERT FREGOSI, LT. COL., CE  
 Prefecture: \_\_\_\_\_ Mil. Govt. Officer: \_\_\_\_\_ Rank: \_\_\_\_\_ Branch: \_\_\_\_\_

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
 IV PROCUREMENT DISTRICT Unit: Fukuoka B. Co. Signed: /s/ EDWARD HOLWAY Major, Cav.  
 Mil. Govt. Hdq. & Hdq. Co. Prefecture: \_\_\_\_\_ Mil. Govt. Officer: \_\_\_\_\_ Rank: \_\_\_\_\_ Branch: \_\_\_\_\_

Dated: 14 June 1948 Typed: EDWARD HOLWAY Major, Cav.  
 (Space for Japanese Only)

P. D. Received By: /s/H, Sasamori S.P.B. City: \_\_\_\_\_ Prefecture: \_\_\_\_\_ Date: 14 June 1948  
 Signature: \_\_\_\_\_

A certified true copy

*Edward Holway*  
 MAJOR, CAVALRY



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made" and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

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\*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 1 of 2 Pages

Account Code (If Applicable to all Items): 135-2-12-100-0 Demand No. JPNO 3745  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>Port and Harbor Services for the Port of Hakata as directed by the Receiving Officer. The contractor and/or the Japanese Government will furnish all supervisory personnel, skilled and unskilled labor, materials and equipment necessary for this Demand. Services will include but not be limited to the following:</p> <ul style="list-style-type: none"> <li>a. Harbor Pilotage, including the use of pilot boats.</li> <li>b. Harbor Anchorage, including the use of mooring buoys.</li> <li>c. Use of Tug boats and tankers</li> <li>d. Stevedoring Services</li> <li>e. Lighterage service, including powered and non-powered (dumb) barges.</li> <li>f. Use of floating cranes.</li> <li>g. Services for supplying vessels with fuel, auxiliary power and fresh water.</li> <li>h. Divers and equipment for surveying damage to ships and removing submerged objects dangerous to navigation.</li> <li>i. Use of wharves and piers, including shore crage service, except those facilities including wharves, piers and warehouses used constantly and/or exclusive by the Occupation Forces.</li> </ul>		

(Detach Along this Line for Additional Pages)

Suggested



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 2 of 2 Pages

Account Code (If Applicable to all Items): 135-2-12-100-0 Demand No. JPNO / 3745  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>are not included in this demand but will be procured under separate procurement demands.</p> <p>j. Services of qualified marine surveyors and measures.</p> <p>Receipts: See attached Receipt Instructions No. 1</p> <p>Forecast Ref: TO 1948 No. 3 Forecast line item No. 1u.</p> <p>MP /tu</p>		

(Detach Along this Line for Additional Pages)

Suggested Source: Maritime Bureau Fukuoka Branch Fukuoka  
Name Address City Prefecture

Authority for 1st Ind GHQ SCAP AG 40 (18 Mar 47) GP A dtd 14 April 48  
Restricted Item: Letter Reference or Signature

Delivery Required: 1 July - 31 December 1948 Ship By: (Any Water) (Any Port)  
Calendar Date or Period Delete Three

Deliver To: C & I Officer Fukuoka MG Team Fukuoka  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: C & I Officer Fukuoka MG Team Fukuoka  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: Transportation Officer TO 8th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: Per Forecast

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
8th Proc Sect Japan Typed: ALBERT FRIGOSI, LT. COL., CE  
Unit Mil. Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
IV P PROCUREMENT DIST Fukuoka Br. Signed: /s/ EDWARD HOLWAY Major, C.v.  
Unit Mil. Govt. Officer Rank Branch

Dated: 27 May 1948 Typed: EDWARD HOLWAY Major, Cav.  
(Space for Japanese Only)

P. D. Received By: /s/ T. Satoh S.P.B. Fukuoka Branch 27 May 1948  
Signature City Prefecture Date

A certified true copy

*Edward Holway*  
MAJOR, CAVALRY



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a. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
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GPA Form 1 (4-46)

PROCUREMENT DEMAND On Imperial Japanese Government

Page 1 of 1 Pages

Account Code (If Applicable to all Items): 135-0-12-463-0 Demand No. JPNO 1905 A (Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>JPNO 1905 is amended as follows:</p> <p>Delivery Required:</p> <p>Delete: 31 December 1947 Insert: 31 December 1948</p> <p>This Demand is Confirming from 1 January 48 till the Japanese have signed.</p> <p><i>Handwritten:</i> SPNK 933, SPNY 932, 150 CHAIRS</p>		
	MP (Selected by J. G.)		

(Detach Along this Line for Additional Pages)

Suggested Source: Fukuoka Iron & Shipping Work Co. Kitaminato machi, Fukuoka  
Kyushu Shipping Works Co. Wakamatsu city

Name Address City Prefecture

(Japanese Delivery) ~~By Force/Via/Vy/Vy~~ Authority for Restricted Item: 5th Ind GHQ SCAP AG 400.12 (29 Apr 47)  
Delete One GPA dtd 1 Mar 48 SCAP REQ O-292  
Letter Reference or Signature

Delivery Required: 1 January 47 - 31 December 48 Calendar Date or Period  
Ship By: ~~(Air/Water/Rail/Road)~~ Delete Three

Deliver To: Commerce & Industry Officer Fukuoka MG Team Kokura, Fukuoka  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Transportation Officer Trans. Sec. Hq. 8th Army Yokohama, Kanagawa  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: Transportation Officer TO 8th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: Per TO c/s #2972 dtd 3 Mar 48 and filed w/JPNO 1157 E  
(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)

8th Army Mil. Govt. ~~By/By/By/By~~ Section, Japan Typed: ALBERT FREGOSI, LT. COL., CE  
Unit Prefecture Mil. Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
IV Procurement District  
Mil. Govt. Hq. & Hq. Co. Kokura Br. Signed: *Albert Fregosi* 1st Lt., Inf.  
Unit Prefecture Mil. Govt. Officer Rank Branch

Dated: 14 April 1948 Typed: C. M. KAMAR 1st Lt., Inf.

(Space for Japanese Only) Fukuoka  
P. D. Received By: *[Signature]* 14 Apr. 1948  
Signature City Prefecture Date



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g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
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## BILL OF PARTICULARS

Page 1 of 2 pages

## Ship and Boat Repair and Maintenance

JPHO

1631, 1897, 1899, 1899, 1900, 1902, 1904, 1905, 1906, 1907,  
 1908, 1936, 1937, 1938, 1939, 1940, 2129, 2172, 2173, 2277,  
 2278, 2279, 2280, 2281, 2282.

## 1. Scope:

a. The contractor and/or the Japanese Government will furnish all supervisory personnel, skilled and unskilled labor, materials and equipment necessary to fulfill the requirements of this Demand.

b. Services will include but not be restricted to the following:

1. Drydocking
2. Engine overhaul
3. Fabrication of parts
4. Repairs to hull
5. Repairs to deck, masts, kingposts and superstructure.
6. Instrument repairs
7. Propeller repair
8. Boiler, pump and winch repairs
9. Caulking and tarring
10. Scraping and painting

## 2. Receipts:

a. For the period 1 January 1947 to 30 June 1947 one consolidated receipt for services as enumerated above which have not already been receipted for against a local procurement demand being superseded by this demand, a negative receipt will be submitted for the period 1 January 47 to 30 June 47 stating thereon the procurement demand number against which receipts were issued. Monthly procurement receipts will be submitted for the months of July and August. For each month thereafter the following will apply as to receipting procedure:

1. Receiving Officer will issue work orders to local Prefectural liaison office for execution of work desired. Work order will contain description of work to be done, location, installation and name of Occupation Force representative requesting work. Japanese liaison office will assign work order to one of a group of contractors previously qualified by both the Receiving Officer and a Japanese liaison Office. Upon completion of work, Receiving Officer will check and certify correct work order listing services rendered and items of supply, labor and equipment used. Japanese contractor and/or the Japanese Government will prepare a monthly consolidated procurement receipt (GPA Form 2) for each contractor appearing on the demand. And will submit it for certification by the Receiving Officer. Receipt will be supported by original work order and will specify in the following sequence:

## a. Furnished by the Occupation Forces:

1. Labor in man hours, by craft
2. Materials by type and quantity
3. Equipment by type and hours of use

## b. Furnished by the Contractor:

1. Labor in man hours, by craft
2. Materials by type and quantity
3. Equipment by type and hours of use

## c. Furnished by the Japanese Government:



DECLASSIFIED E.O. 12958 SECTION 1.4  
Ship and Boat Repair and maintenance

1. Labor in man hours, by craft
2. Materials by type and quantity
3. Equipment by type and hours of use

d.

d. Supplies and materials which have been separately procured and are furnished from Occupation Force Depots, and labor obtained by Military Government labor requisitions will be reported under "1" above. No cost data need be indicated for anything furnished under "1" above.

NOTE See attached ADDITIONAL RECEIPT INSTRUCTIONS.



ADDITIONAL RECEIPT INSTRUCTIONS

1. On a separate form, attached to the procurement receipt, the unit cost and total cost in yen for labor, materials and equipment furnished by the contractor will be recorded by him. Official costs and extensions will be furnished by the Japanese Government. When labor or supplies are furnished by the Japanese Government, quantitative listings will be made by the contractor and official prices in yen written in by the Government. If costs reported by the contractor are not allowed by the Government, those figures will be deleted and amounts actually paid substituted therefor.

2. Each itemization of labor and each bill of materials will be certified by the contractor or by his authorized representative. The certification will consist of a signed statement attached to or at the end of each itemization of labor and each bill of materials, similar to the following:

"I certify, to the best of my knowledge and belief, that the above (or attached) statements represent a true and accurate account of all labor or all materials furnished by, or furnished to, my organization in connection with Procurement Demand No. \_\_\_\_\_ during the period \_\_\_\_\_ to \_\_\_\_\_"

Signature \_\_\_\_\_  
 Title \_\_\_\_\_  
 Organization \_\_\_\_\_  
 Date \_\_\_\_\_

3. Each itemization of labor and each bill of materials will be checked by the Japanese Government and price data added as indicated in paragraph 1 above. They will be certified by a responsible representative of the Japanese Government by adding or attaching a statement similar to the following:

"I have examined the above (or attached) statement by the contractor and the cost data added by the Japanese Government, and I certify to the best of my knowledge and belief, that it represents a true and accurate statement, and that the total amount has been charged to the account indicated."

Signature \_\_\_\_\_  
 Title \_\_\_\_\_  
 Governmental Office \_\_\_\_\_  
 Date \_\_\_\_\_



4. The final receipt issued in connection with each demand should include a further certification to read substantially as follows:

"All costs incurred under this demand have been paid and all payments reported on a GPA Form 2 except as follows: (Here list any exceptions to the statement, with an explanation)."

5. In connection with any type of receipt (regardless of whether partial or final, and regardless of whether for materials, equipment and supplies, or for construction or services), after actual payment has been made, a copy of the receipt marked "Paid" by the Japanese Disbursing Officer together with a complete copy of the Payment Data Form (MGP 69) containing all of the information pertinent to the payment will be forwarded to the nearest Eighth Army Procurement Office. This copy of the receipt will bear the signature of the Receiving Officer and the Japanese representative on the lower portion of the front face of the receipt form certified true copies will be accepted in ~~IA~~ instances where receipt distribution is inadequate.
6. If the Receiving Officer desires to terminate the procurement demand prior to the designated date of expiration a "Final" receipt will be submitted. This will terminate this procurement demand and no farther request for cancellation is required.
7. Receipts either negative or positive, will be submitted from the effective date shown in the "Delivery Required" space unless terminated by the Receiving Officer prior to the stated expiration date, at which time the provisions of the preceding paragraph will apply.



Account Code (If Applicable to all Items): 108-1-12-430-0 Demand No. JPNO 2157  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>Services of a contractor for the use of one (1) five (5) passenger 1936 Pontiac Sedan and driver from the period 17 November 1945 to 1 April 1947 by the Occupation Forces of the Kyushu MG Team at the direction of the Receiving Officer.</p> <p>The contractor will furnish all repairs to the vehicle including spare parts and accessories. The Occupation Forces will furnish fuel and lubricants.</p> <p>RECEIPTS: A consolidated procurement receipt (GPA Form 2) will be prepared by the Japanese stating the total number of hours the vehicle was used or available.</p> <p>This is a CONFIRMING Demand.</p>		Indefinite

*Receipt submitted 15 Oct 48*

DBA/r1

\*(Confirming)

(Detach Along this Line for Additional Pages)

Suggested Source: \*Fukuoka Branch of the Bank of Japan  
Name Address City Prefecture

(Japanese Delivery) ~~(Del/Force/Pick/Up)~~ Authority for Restricted Item: (no date) GPA dtd 22 Oct 47  
Delete One Letter Reference or Signature

Delivery Required: 17 November 1945 to 1 April 1947 Calendar Date or Period  
Ship By: (Air) ~~(Water/Rail/Road)~~ Delete Three

Deliver To: Commanding Officer Kyushu MG Team Location Fukuoka Prefecture Phone

Requested By: Commanding Officer Kyushu MG Team Location Fukuoka Prefecture Phone

Approved By: W. F. Sadtler, Co. Ord. 8th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: Per Ord c/s #3969 dtd 15 Sept 47

8th Section (Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
Army Mil. Govt. Hdq/ & Hd. Co. Japan Typed: ALBERT FREGOSI, LT. COL. C E  
Unit Prefecture Mil. Govt. Officer Rank Branch

LV Procurement District (Space for Mil. Govt. Unit Processing Demand to Japanese)  
Mil. Govt. Hdq/ & Hd. Co. Kokura Branch Signed: ARLEY L. OUTLAND  
Unit Prefecture Mil. Govt. Officer Rank Branch

Dated: 30 October 1947 Typed: ARLEY L. OUTLAND Maj. FA

(Space for Japanese Only)

P. D. Received By: T. Tsukiyama Kokura Fukuoka 8 Nov 1947  
Signature City Prefecture Date

A CERTIFIED COPY

*Award Holway*  
MAJOR, CAVALRY



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17. Military Government will forward Central Records copy directly to Military Government Section. Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



MEMO ROUTING SLIP

1	NAME OR TITLE <i>Lt. Col. G. W. Sargent</i>	INITIALS	<input type="checkbox"/>	CIRCULATE
	ORGANIZATION AND LOCATION <i>Kyushu CA Region</i>	DATE	<input type="checkbox"/>	CONCURRENCE
2			<input type="checkbox"/>	FILE
			<input checked="" type="checkbox"/>	INFORMATION
3			<input type="checkbox"/>	NECESSARY ACTION
			<input type="checkbox"/>	NOTE AND RETURN
4			<input type="checkbox"/>	SEE ME
			<input type="checkbox"/>	SIGNATURE
REMARKS <i>Trust this gives the Miyasaki boys what they request.</i> <i>Blaney</i> <i>7/25</i>				
FROM NAME OR TITLE			DATE	
ORGANIZATION AND LOCATION			TELEPHONE	

DA AGO FORM 895  
1 OCT 47

Replaces WD AGO Form 895, 1 Jun 46,  
which may be used.



Account Code (If Applicable to all Items): See JPNR-779-A Demand No. JPNR-779-B  
(Read Instructions on Back of this Form) (38)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>Procurement Demand JPNR-779, as amended by JPNR-779-A, is hereby amended in the following particulars and in those particulars only as of 15 March 1949:</p> <p>(a) Item 1 (Use): Add, "rooms #8 &amp; 9 on the third floor comprising a total floor area of 264 sq.ft." This changes the total floor area delivered to 5,979 sq.ft.</p> <p>REMARKS AND INSTRUCTIONS: (a) Floor plan attached as Exhibit "A".</p> <p>All other provisions of subject demand are to remain in full force and effect.</p> <p>HO/tk</p>		

(Detach Along this Line for Additional Pages)

Suggested Source: \_\_\_\_\_  
Name Address City Prefecture

Authority for AG 601 (19 Mar 49) GD 9th Ind.  
(Japanese Delivery) (Occ. Force Pick Up) Restricted Item: GHQ, SCAP, dtd 23 June 1949  
Delete One Letter Reference or Signature

Delivery Required: 15 March 1949 Calendar Date or Period  
Ship By: ~~Air~~ ~~Water~~ ~~Rail~~ ~~Road~~ Delete Three

Deliver To: Regional Post Engr. Camp Chickamauga Oite  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding Officer Miyazaki Mil. Govt. Team Miyazaki  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: COL. E. E. GESLER, O-I-C Engr. 8th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: Confirming Demand

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil Govt. Unit)

8th Proc. Sect. Japan Typed: RICHARD H. MOORE, Lt. Col. JA  
Mil. Govt. Hq. & Hq. Co. Proc. Mil. Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)

IV PROCUREMENT DIST. FUKUOKA BRANCH  
Mil. Govt. Hq. & Hq. Co. Signed: Edward Holway Major Chemical Corps  
Unit Proc. Mil. Govt. Officer Rank Branch

Dated: JUL 25 1949 Typed: Edward Holway Major Chemical Corps

(Space for Japanese Only)  
P. D. Received By: C. Washida S. P. B Fukuoka JUL 25 1949  
Signature City Prefecture Date

*See the att...*



INSTRUCTIONS FOR USE OF GPA FORM 1  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source" indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.







PROCUREMENT DEMAND On Imperial Japanese Government

JPNR-3782 (18)

Account Code (If Applicable to all Items): Demand No. (Read Instructions on Back of this Form)

Table with 4 columns: Item No., Specific Description of Items Desired, Unit, Quantity. Contains detailed remarks and instructions regarding land acquisition and facility use.

(Detach Along this Line for Additional Pages)

Suggested Source: Name Address City Prefecture

Authority for (Japanese Delivery) (Occ. Force Pick Up) Restricted Item: Not Restricted Item Letter Reference or Signature

Delivery Required: 12 October 1945 Calendar Date or Period Ship By: (Air) (Water) (Rail) (Road)

Deliver To: Regional Post Engineer, Camp Wood, Kumamoto Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding Officer, Kagoshima Mil. Govt. Team, Kagoshima Name of Requesting Officer Organization Location Prefecture Phone

Approved By: COL. E.E. GESLER, O-I-C Engr., Eighth Army, Kanagawa Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: See Above This is a confirming demand (Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil Govt. Unit)

8th Army Proc. Sec. Hq. Co. Typed: MURRAY H. MOORE, CO. CLERK, Proc. Hq. (Space for Mil Govt. Unit Processing Demand to Japanese)

IV PROCUREMENT DISTRICT OSAKA Signed: S.P.B. Fukuoka Mil. Govt. Officer Rank Branch

Dated: 31 Jan. 1949 Typed: EDWARD HODGAY Major, Cav.

P. D. Received By: S.P.B. Fukuoka Signature City Prefecture Date

Information: C.G. 24th Inf. Division



INSTRUCTIONS FOR USE OF GPA FORM 1  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, e and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
 

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



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GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 1 of 2 Pages

Account Code (If Applicable to all Items): See Below Demand No. JPNR-3097-A (38)  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>Procurement Demand JPNR-3097 is hereby amended in its entirety as of the original date of issuance to read as follows:</p> <p>1. USE OF REAL PROPERTY known as the Nippon Cold Storage Company, Ltd. situated at #55, 2-chome, Ohta-machi, Miyazaki, Miyazaki-ken consisting of cold storage room "A" with a total of 3,400 cu.ft., and cold storage room "B" with a total of 2,070 cu.ft., both capable of being maintained at -10 degrees centigrade in this concrete, Western style ice plant, and including all rights of ingress and egress. All of the above as per plan which is attached hereto and made a part hereof. Copy of said plan is on file with Hq. 8th Army, Procurement Section. (a) TOTAL FLOOR AREA 5,470 cu.ft. CODE: 115-1-61-439-2 cc:14-SS-01</p> <p>2. USE OF CONSTRUCTION. Performed under authority of unidentifiable demands at the direction of the Occupation Forces.</p> <p>REMARKS AND INSTRUCTIONS: (a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility. (b) Operation and Maintenance and Heating clauses</p>		

(Detach Along this Line for Additional Pages)

Suggested Source:

Name

Address

City

Prefecture



Account Code (If Applicable to all Items): See Below Demand No. JPNR-3097-A (38)

Table with 4 columns: Item No., Specific Description of Items Desired, Unit, Quantity. Contains text about real estate procurement demands and floor plan details.

(Detach Along this Line for Additional Pages)

Suggested Source: Name Address City Prefecture

(Japanese Delivery) (Occ Force Pick Up) Authority for Restricted Item: Ltr. 8th Army AG 386.3 (MG) Letter Reference or Signature

Delivery Required: 1 July 1947 Calendar Date or Period Ship By: (Air) (Water) (Rail) (Road)

Deliver To: Regional Post Engineer Camp Chickamauga Oita Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding Officer Miyazaki Mil Govt Team Miyazaki Name of Requesting Officer Organization Location Prefecture Phone

Approved By: COL. E.E. GESLER O-I-C Engr Eighth Army Kanagawa Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: See above

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil Govt. Unit)

8th Army Proc. Section Japan Typed: RICHARD H. MOORE LT COL. EA Mil. Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)

IV PROCUREMENT DISTRICT FUKUOKA Signed: Mil. Govt. Officer Rank Branch

Dated: Typed:

(Space for Japanese Only)

P. D. Received By: Signature City Prefecture Date

Information C.G. 24TH INF. DIVISION



OPERATIONAL DIVISION

**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
  2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
  3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
  4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
  5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
  6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
  7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
  8. Detach the lower half of all except the last page, if more than one page is required.
  9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
  10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
  11. Under "Remarks and Instructions", include the following, if appropriate:
    - a. Packing and shipping instructions.
    - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
    - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
  12. All copies of the procurement demand will be signed.
  13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
  14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
  15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
  16. Amended demands will be prepared and distributed in the same manner.
  17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
  18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
  19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit, and will be corrected on the form by the Japanese Liaison Office before signature and return.
- \* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 1 of 1 Pages

Account Code (If Applicable to all Items): Demand No. JPNR-779-A (38)  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>Procurement Demand JPNR-779, is hereby amended in the following particulars and in those particulars only, as of 1 February 1949:</p> <p>(a) Item 1 (Use): add, "room #7, on the third floor, comprising a total floor area of 1,371 sq.ft. This changes the total floor area to 5,715 sq.ft. delivered in Items 1, 2, &amp; 3.</p> <p>(b) Delete, "account code: 104-R" and substitute,  "account code Item 1. 115-1-61-439-2  Item 2. 115-1-22-439-7  Item 3. 115-1-22-439-7</p> <p>All other provisions of subject demand are to remain in full force and effect.</p> <p>AJK/af</p>		

(Detach Along this Line for Additional Pages)

Suggested Source: Name Address City Prefecture

Authority for (Japanese Delivery) (Occ Force Pick Up Restricted Item: Not restricted item) Signature

Delivery Required: 1 February 1949 Calendar Date or Period Ship By: (Air) (Water) (Rail) (Road) Delete Three

Deliver To: Regional Post Engineer Camp Chickamauga City Prefecture Phone

Requested By: Commanding Officer Miyazaki Mil. Govt. Team Miyazaki Prefecture Phone

Approved By: COL. E. E. GISLER C.I.O. Head Section Eighth Army Headquarters Kanagawa Prefecture Phone

Remarks and Instructions: See above

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil Govt. Unit)

8th Army Proc. Sec. Co. Japan Prefecture Typed: RICHARD G. OGDON LT. COL. TA Branch

(Space for Mil. Govt. Unit Preparing Demand of Japanese)

IV PROCUREMENT DISTRICT FUKUOKA BRANCH Signed: Edward Holway MAJOR, CAVALRY Branch

Dated: 29 Jan 1949 TYPED: Edward Holway Major Cav

P. D. Received By: J. Butch C. D. F. I. B. U. K. O. 29 Jan 1949 Signature City SPECIAL Date

PROCUREMENT BOARD  
C.G. 24TH INF. DIV.



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source" indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
 

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1  
(4-46)

**PROCUREMENT DEMAND**  
On Imperial Japanese Government

Account Code (If Applicable to all Items): See Below Demand No. JPNR-3278 (08)  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>USE OF REAL PROPERTY situated at #3-chome, Sekijyo-machi, Fukuoka City, Fukuoka-ken (1340.5-1760.9, Map of Fukuoka-ken, 1:25,000) consisting of 8,050 sq. ft. of land, including all rights of ingress and egress together with any or all minor buildings and improvements situated on said property. All of the above as per plan which is attached hereto and made a part hereof. Copy of said plan is on file with Hq. 8th Army, Procurement Section.</p> <p>(a) TOTAL LAND AREA 8,050 sq.ft.</p> <p>CODE: 115-1-61-439-2 cc: 19-OPG-02</p> <p>REMARKS AND INSTRUCTIONS:</p> <p>(a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility.</p> <p>(b) Plot plan attached as exhibit "A".</p> <p>WML/af</p>		

(Detach Along this Line for Additional Pages)

Suggested Source: S.P.B. Fukuoka Branch Fukuoka  
 Name Address City Prefecture  
 Authority for Restricted Item: 7th Ind. (SCAP AG 601 (6 Aug. 48) GI)  
~~(Japanese Delivery)~~ ~~(Occ. Force Pick Up)~~ to ITR Kyushu M.G. Reg. ctd 6 Aug 48  
 Delete One Letter Reference or Signature

Delivery Required: 6 December 1943 Ship  
 Calendar Date or Period ~~(Air) (Water) (Rail) (Road)~~  
 Delete Three

Deliver To: Regional Post Engineer Camp Hakata Fukuoka  
 Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding Officer Kyushu Mil Govt Region Fukuoka  
 Name of Requesting Officer Organization Location Prefecture Phone

Approved By: COL E. E. GESLER O-I-C Engr Eighth Army Kanagawa  
 Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: See Above.

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)

3rd Army Proc. Section Japan Typed: RICHARD H. MOORE LT. COL PA  
 Unit ~~Mil. Govt. Hq. & Hq. Co.~~ Prefecture ~~Mil. Govt. Officer~~ Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)

IV PROCUREMENT DISTRICT FUKUOKA Signed: /s/ Edward J. Holway  
 Unit ~~Mil. Govt. Hq. & Hq. Co.~~ Prefecture Mil. Govt. Officer Major Cavalry Rank Branch

Dated: 30 Nov. 1943 Typed: EDWARD HOLWAY MAJOR, CAV.

(Space for Japanese Only)

P. D. Received By: /s/ T. Satoh S.P.B. Fukuoka 30 Nov. 1943  
 Signature City Prefecture Date



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1  
(4-46)

**PROCUREMENT DEMAND**  
On Imperial Japanese Government

Page 1 of 2 Pages

Account Code (If Applicable to all Items): See Below Demand No. 3179  
(Read Instructions on Back of this Form) H.A. 11-646-27(28)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>Procurement Demand FKKH-646 is hereby cancelled as of 30 June 1947. The facility procured thereby is hereby reprocured under Procurement Demand JPNR-3179, as follows:</p>		
1.	<p>USE OF REAL PROPERTY situated at 83-2 Hanabata-cho, Kumamoto-shi, Kumamoto-ken (1379.9-1072.2 Japan City Plan 1:12,500) consisting of one (1), three-story, concrete, semi-Western style dwelling with adjunctive building, comprising a total floor area of 5,814 sq.ft. with a ground floor area of 2,340 sq.ft., and located on a total land area of 9,657 sq.ft., together with any or all minor buildings and improvements situated on said property, including shed and boiler room. All of the above as per plan which is attached hereto and made a part hereof. Copy of said plan is on file with Hq. 8th Army, Procurement Section.</p> <p>(a) TOTAL FLOOR AREA 5,814 sq.ft. (b) TOTAL LAND AREA 9,657 sq.ft.</p> <p>CODE: 115-2-61-439-2 cc:09-OPS-01</p>		
2.	<p>USE OF CONSTRUCTION: Performed under authority of unidentifiable demands at the direction of the Occupation Forces.</p>		
3.	<p>USE OF FURNITURE. (Furniture acquired with the facility.) To include removable furniture presently in this building which has been mutually agreed upon to</p>		

(Detach Along this Line for Additional Pages)



GPA Form 1 (4-46)

PROCUREMENT DEMAND On Imperial Japanese Government

Page 2 of 2 Pages JPNR-3179

Account Code (If Applicable to all Items): Demand No. 646-A (28) (Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>remain therein, and will be reflected in the inventory submitted with the procurement receipt. This procurement demand does not include furniture or furnishings procured separately nor issued from Occupation Forces stocks.</p> <p>REMARKS AND INSTRUCTIONS:</p> <p>(a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility.</p> <p>(b) Operation and Maintenance and Heating clauses included in real estate procurement demands are inoperative subsequent to 30 June 1948.</p> <p>(c) Floor plan attached as exhibit "A".</p> <p>(d) Rehabilitation of this facility as accomplished prior to 1 July 1947 under authority of real estate procurement demands, no further work authorized under this demand.</p> <p>M.F/af</p>		

(Detach Along this Line for Additional Pages)

Suggested Source: \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ Prefecture \_\_\_\_\_

Not restricted item.

(Japanese Delivery) (Occ. Force Pick Up) Restricted Item: \_\_\_\_\_

Delete One \_\_\_\_\_ Letter Reference or Signature \_\_\_\_\_

Delivery Required: 1 July 1947 \_\_\_\_\_

By: (Air) (Water) (Rail) (Road) \_\_\_\_\_

Delete Three \_\_\_\_\_

Deliver To: Regional Post Engineer, Camp Wood, Kumamoto

Name of Receiving Officer \_\_\_\_\_ Organization \_\_\_\_\_ Location \_\_\_\_\_ Prefecture \_\_\_\_\_ Phone \_\_\_\_\_

Requested By: Commanding Officer, Camp Wood, Kumamoto

Name of Requesting Officer \_\_\_\_\_ Organization \_\_\_\_\_ Location \_\_\_\_\_ Prefecture \_\_\_\_\_ Phone \_\_\_\_\_

Approved By: COL. E.E. GESLER O-I-C, Engr, Eighth Army, Kanagawa

Name of Approving Officer \_\_\_\_\_ Staff Section \_\_\_\_\_ Headquarters \_\_\_\_\_ Prefecture \_\_\_\_\_ Phone \_\_\_\_\_

Remarks and Instructions: See above

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)

8th Army Proc. Section, Camp Wood, Kumamoto

Unit \_\_\_\_\_ Prefecture \_\_\_\_\_

Typed: RICHARD H. MOORE, LT. COL., FA

Govt. Officer \_\_\_\_\_ Rank \_\_\_\_\_ Branch \_\_\_\_\_

(Space for Mil. Govt. Unit Processing Demand to Japanese)

IV PROCUREMENT DISTRICT KOKUR. BRANCH, Mil. Govt. Hq. & Hq. Co.

Unit \_\_\_\_\_ Prefecture \_\_\_\_\_

Signed: \_\_\_\_\_

Govt. Officer \_\_\_\_\_ Rank \_\_\_\_\_ Branch \_\_\_\_\_

Dated: 15 NOV 1947

Typed: Proc.

(Space for Japanese Only)

P. D. Received By: \_\_\_\_\_

Signature \_\_\_\_\_ City \_\_\_\_\_ Prefecture \_\_\_\_\_ Date \_\_\_\_\_

SPECIAL

C.G. 24th Inf. Div. PROCUREMENT BOARD



0°C SVAP TOL\* DIAKOCMBEYEMAL ROVBD

RECEIVED  
D-10

**INSTRUCTIONS FOR USE OF GPA FORM 1**

(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States. Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\* Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, e and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	4 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 1 of 2 Pages

Account Code (If Applicable to all Items): See Below Demand No. JPNR-3314  
(Read Instructions on Back of this Form) NGSH-532-B (48)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>Procurement Demand NGSH-532, as amended by NGSH-532-A is hereby cancelled as of 30 June 1947. The facility procured thereby is hereby reprocured under Procurement Demand JPNR-3314, as follows:</p>		
1.	<p>USE OF REAL PROPERTY known as the Nagasaki Kaikan Bldg. situated at #164, Sakura-baba-cho, Nagasaki, Nagasaki-ken (No. 15-69,40 Map of Japan 1:250,000) consisting of one (1), three-story, concrete, Western style building comprising a total floor area of 20,268 sq. ft. with a ground floor area of 6,756 sq. ft., and located on a total land area of 15,079 sq. ft., together with any or all minor buildings and improvements situated on said property. All of the above as per plan which is attached hereto and made a part hereof. Copy of said plan is on file with Hq. 8th Army, Procurement Section.</p> <p>(a) TOTAL FLOOR AREA 20,268 sq. ft. (b) TOTAL LAND AREA 15,079 sq. ft.</p> <p>CODE: 115-1-61-439-2 cc:07-08-01</p>		
2.	<p>OPERATION AND MAINTENANCE. To consist of normal maintenance of facilities including repair of Engineer furniture and furnishings but no new construction. Operating personnel are not included herein.</p> <p>TOTAL FLOOR AREA 20,268 sq. ft.</p> <p>CODE: 115-1-22-439-7 cc:07-08-03</p>		

(Detach Along this Line for Additional Pages)

Suggested Source :



GPA Form 1  
(4-46)

**PROCUREMENT DEMAND**  
On Imperial Japanese Government

Page 2 of 3 Pages

Account Code (If Applicable to all Items): See Below Demand No. JPNR-3314  
(Read Instructions on Back of this Form) NGSH-532B (48)

Item No.	Specific Description of Items Desired	Unit	Quantity
3.	<p>HEATING SERVICE. To consist of adequate heat and hot water including the furnishing of necessary fuel except gas or electricity. The furnishing of coal is excluded from the provisions of this demand subsequent to 30 June 1947. Operating personnel are not included herein.</p> <p>TOTAL FLOOR AREA 20,268 sq.ft.</p> <p>CODE: 115-1-22-439-7 cc:07-OS-04</p>		
4.	<p>USE OF CONSTRUCTION. Performed under authority of unidentifiable demands at the direction of the Occupation Forces.</p>		
5.	<p>USE OF FURNITURE. (Furniture acquired with the facility.) To include removable furniture presently in this building which has been mutually agreed upon to remain therein, and will be reflected in the inventory submitted with the procurement receipt. This procurement demand does not include furniture or furnishings procured separately nor issued from Occupation Forces stocks.</p> <p>REMARKS AND INSTRUCTIONS:</p> <p>(a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility.</p> <p>(b) Operation and Maintenance and Heating clauses</p>		

(Detach Along this Line for Additional Pages)

Suggested Source :

Name Address City Prefecture







INSTRUCTIONS FOR USE OF GPA FORM 1  
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Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
 

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government  
See Below

Page 1 of 2 Pages

Account Code (If Applicable to all Items): \_\_\_\_\_ Demand No. \_\_\_\_\_  
(Read Instructions on Back of this Form)

JPNR-3999 (48)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>USE OF REAL PROPERTY situated at 54 Wakaba-cho, Sasebo-shi, Nagasaki-ken (1112.50-1280.20 map of Japan 1:250,000) consisting of one (1), frame, Japanese style dwelling comprising a total floor area of 1,850 sq.ft. with a ground floor area of 1,245 sq.ft. and located on a total land area of 3,772 sq.ft. together with any or all minor buildings and improvements situated on said property. All of the above as per plans which are attached hereto and made a part hereof. Copies of said plans are on file with Hq. 8th Army, Procurement Section.</p> <p style="text-align: right;">TOTAL FLOOR AREA</p> <p style="text-align: right;">TOTAL LAND AREA 3,772 sq.ft.</p> <p>CODE: 115-0-61-439-2 cc: 04-OPS-01</p>	sq.ft.	1,850
2.	<p>USE OF CONSTRUCTION: performed under authority of unidentifiable demands at the direction of the Occupation Forces.</p>		
3.	<p>USE OF FURNITURE: furniture acquired with the facility. To include removable furniture presently in this building which has been mutually agreed upon to remain therein, and will be reflected in the inventory submitted with the procurement receipt. This procurement demand does not include furniture or furn-</p>		

(Detach Along this Line for Additional Pages)

Suggested Source :

Name Address City Prefecture



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 2 of 2 Pages

Account Code (If Applicable to all Items): See Below Demand No. JPNR-3999 (48)  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>ishings procured separately nor issued from Occupation Forces stocks.</p> <p>REMARKS AND INSTRUCTIONS:</p> <p>(a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility.</p> <p>(b) Operation and Maintenance and Heating clauses included in real estate procurement demands are inoperative subsequent to 30 June 1948.</p> <p>(c) Location plan attached as exhibit "A" Plot plan attached as exhibit "B".</p> <p>(d) Rehabilitation of this facility as accomplished prior to 1 July 1947 under authority of real estate procurement demands, no further work authorized under this demand.</p> <p>(e) This Procurement Demand supersedes ENGR-29-PD-94-46.</p> <p>ATS/rk</p>		

(Detach Along this Line for Additional Pages)

Suggested Source: \_\_\_\_\_  
Name Address City Prefecture

(Japan ~~Restricted~~  ~~Controlled~~  ~~Restricted~~  Authority for Not Restricted Item  
Delete One Letter Reference or Signature

Delivery Required: 28 March 1946 Calendar Date or Period Ship By: (Air)  (Water)  (Rail)  (Road)  Delete Three

Deliver To: Regional Post Engineer, Camp Mower, Nagasaki  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding Officer, 34th Inf. Reg. Nagasaki  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: COL. E.E. GESLER, O-I-C Engr. Eighth Army, Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: See Above

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
8th Army Proc. Sect. Japan Typed: JOHN C. COLLINS Maj Ord.  
Unit Prefecture Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
IV PROCUREMENT DISTRICT FUKUOKA BRANCH Signed: [Signature] for Proc. Cops.  
Unit Prefecture Mil. Govt. Officer Rank Branch

Dated: \_\_\_\_\_ Typed: \_\_\_\_\_

(Space for Japanese Only)

P. D. Received By: \_\_\_\_\_  
Signature City Prefecture Date

Information  
C.G. 24th Inf. Div.



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
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10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
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d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
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f. Construction specifications	2 copies	Appropriate staff section
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c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
n. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
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  - \*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 1 of 8 Pages

Account Code (If Applicable to all Items): See Below Demand No. JFNR-2875 (48)  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>USE OF REAL PROPERTY situated at #381-4 Aza, Kinugasa, Utsunomiya-Machi, Minamitadaki-gun, Nagasaki-ken consisting of 7,500 sq.ft. of land together with any or all minor buildings and improvements situated on said property. All of the above as per plan which is attached hereto and made a part hereof. Copy of said plan is on file with Hq. 8th Army, Procurement Section.</p> <p>TOTAL LAND AREA CODE: 115-O-61-439-2 cc: 21-OPS-02</p>	sq.ft.	7,500
2.	<p>USE OF CONSTRUCTION performed under authority of unidentifiable demands at the direction of the Occupation Forces.</p>		
3.	<p>USE OF FURNITURE furniture acquired with the facility. To include removable furniture presently in this building which has been mutually agreed upon to remain therein, and will be reflected in the inventory submitted with the procurement receipt. This procurement demand does not include furniture or furnishings procured separately nor issued from Occupation Forces stocks.</p> <p>REMARKS AND INSTRUCTIONS:</p>		

(Detach Along this Line for Additional Pages)

Suggested Source :



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 2 of 2 Pages

Account Code (If Applicable to all Items):

See Below

Demand No.

JTR-2835 (48)

(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	(a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility. (b) Operation and Maintenance and Heating clauses included in real estate procurement demands are inoperative subsequent to 30 June 1948. (c) Plot plan attached as exhibit "A". (d) Rehabilitation of this facility as accomplished prior to 1 July 1947 under authority of real estate procurement demands, no further work authorized under this demand. (e) This facility used by Hq. 8th Army Special Services Hotel Detachment.		

WTL/sm

(Detach Along this Line for Additional Pages)

Suggested Source: S. P.B. Fukuoka Branch Fukuoka Fukuoka  
Name Address City Prefecture

Authority for GHQ SCAP 5th Ind  
Authority for

~~Japanese Demand~~ ~~Restricted Item~~ AG 400.2 (22 July 1948) CD dtd 20 Sept. 1946  
Delete One Letter Reference or Signature

Delivery Required: 1 December 1946 Ship  
Calendar Date or Period By: (Air) (Water) (Rail) (Road) Delete Three

Deliver To: Regional Post Engineer, Camp Mower, Nagasaki-ken  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Regional Post Engineer, Camp Mower, Nagasaki-ken  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: COL. E. F. GESLER G-1-C Engr. Eighth Army  
Name of Approving Officer Station Section Location Prefecture Phone

Remarks and Instructions: See Above Confirming Demand  
(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)

8th Army Proc. Sect. Mil. Govt. Hq. & Hq. Co. Japan Typed: RICHARD H. MOORE, LT COL.,  
Unit Prefecture Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)

IV PROCUREMENT DISTRICT OFFICE Mil. Govt. Hq. & Hq. Co. Signed: EDWARD HOLWAY Major, Cav.  
Unit Prefecture Mil. Govt. Officer Rank Branch

Dated: 23 October 1948 Typed: EDWARD HOLWAY Major, Cav.

(Space for Japanese Only)

23 October 1948

P. D. Received By:

Signature

City

Prefecture

Date

24th Inf. Div.

DUPLICATE COPY



GPA Form 1  
(4-48)

**PROCUREMENT DEMAND**  
On Imperial Japanese Government  
**See Below**

Demand No. **JTR-2835 (48)**

Account Code (If Applicable to all Items): \_\_\_\_\_  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p>(a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility.</p> <p>(b) Operation and Maintenance and Heating clauses included in real estate procurement demands are inoperative subsequent to 30 June 1948.</p> <p>(c) Plot plan attached as exhibit "A".</p> <p>(d) Rehabilitation of this facility as accomplished prior to 1 July 1947 under authority of real estate procurement demands, no further work authorized under this demand.</p> <p>(e) This facility used by Hq. 8th Army Special Services Hotel Detachment.</p>		

WTL/sm

(Detach Along this Line for Additional Pages)

Suggested Source: S. P.B. Fukuoka Branch City Fukuoka Prefecture Fukuoka

Authority for: GHQ SCAP 5th Ind  
Restricted Item: AG 400.2 (22 July 1948) GD dtd 20 Sept. 1946  
Letter Reference or Signature: \_\_\_\_\_

Delivery Required: 1 December 1946 Calendar Date or Period  
By: Ship (Air) (Water) (Rail) (Road) (Delete Three)

Deliver To: Regional Post Engineer, Camp Mower, Nagasaki-ken Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Regional Post Engineer, Camp Mower, Nagasaki-ken Name of Requesting Officer Organization Location Prefecture Phone

Approved By: COL. J. P. GESLER, G-1-C Engr., Eighth Army, KAGAZAKI Name of Approving Officer Branch Section Location Prefecture Phone

Remarks and Instructions: See Above Confirming Demand  
(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)

8th Army Proc. Sect. Mil. Govt. Hq. & Hq. Co., Japan Typed: RICHARD H. JOFFE, Lt. Col., Proc. XXXXX Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)

IV PROCUREMENT DISTRICT OFFICE Mil. Govt. Hq. & Hq. Co. Signed: [Signature] Mil. Govt. Officer Rank Branch

Dated: 23 October 1948 Typed: EDWARD HOLWAY Major, Cav.

(Space for Japanese Only)

P. D. Received By: \_\_\_\_\_ Signature \_\_\_\_\_ City \_\_\_\_\_ Prefecture \_\_\_\_\_ Date 23 October 1948

**DUPLICATE COPY**

24th Inf. Div.



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States. Allied, and Neutral nationals.
  2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\* Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
  3. Limit a particular procurement demand to a single approving staff section, to a single prefecture and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
  4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
  5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
  6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
  7. If a single account code is not applicable to all items on the demand, enter after each item described the proper account code given in Incl 5\*\*.
  8. Detach the lower half of all except the last page, if more than one page is required.
  9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
  10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
  11. Under "Remarks and Instructions", include the following, if appropriate:
    - a. Packing and shipping instructions.
    - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
    - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
  12. All copies of the procurement demand will be signed.
  13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
  14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
  15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b. Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. For Japanese property owner	1 copy	of a, c and d
h. For Japanese contractor	1 copy	of a, e and f
  16. Amended demands will be prepared and distributed in the same manner.
  17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
  18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source" if none is indicated.
  19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
- \* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.
- \*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1  
(4-46)PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 1 of 2 Pages

Account Code (If Applicable to all Items): See Below Demand No. JPNR-2676 (48)  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>USE OF REAL PROPERTY (Private Dwelling for Dependent Housing) situated at 2,7 Katamuchi-machi, Nagasaki-shi, Nagasaki-ken, consisting of one (1), two-story, frame, nine-room, semi-Western style dwelling, comprising a total floor area of 3,145 sq.ft. with a ground floor area of 1,898 sq.ft., and located on a total land area of 7,137 sq.ft., together with any or all minor buildings and improvements situated on said property, including two store-houses. All of the above as per plan which is attached hereto and made a part hereof. Copy of said plan is on file with Hq. 8th Army, Procurement Section.</p> <p>(a) TOTAL FLOOR AREA 3,145 sq.ft. (b) TOTAL LAND AREA 7,137 sq.ft.</p> <p>CODE: 115-1-61-439-2 cc:04-DH-01</p>		
2.	<p>USE OF FURNITURE. (Furniture acquired with the facility.) To include removable furniture presently in this building which has been mutually agreed upon to remain therein, and will be reflected in the inventory submitted with the procurement receipt. This procurement demand does not include furniture or furnishings procured separately nor issued from Occupation Forces stocks.</p>		
<p><b>REMARKS AND INSTRUCTIONS:</b> (a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or</p>			

(Detach Along this Line for Additional Pages)

Suggested  
Source :

Address

City

Prefecture



GPA Form 1 (4-46)

PROCUREMENT DEMAND

On Imperial Japanese Government See Below

JPNR-2676 (48)

Account Code (If Applicable to all Items): Demand No. (Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	easements for the use of this facility.		
(b)	Operation and Maintenance and Heating clauses included in real estate procurement demands are inoperative subsequent to 30 June 1948.		
(c)	Plot plan attached as exhibit "A".		
(d)	Rehabilitation of this facility to be accomplished under Procurement Demand JPNR-1050.		
	AK/ar		

(Detach Along this Line for Additional Pages)

Suggested Source: SPB Fukuoka Branch Fukuoka City Fukuoka Prefecture

(Japanese Delivery) (See Force Restrictions) Not restricted item

Delivery Required: 1 October 1948 Ship By (Air)(Water)(Rail)(Road)

Deliver To: Regional Post Engineer Camp Mower Nagasaki

Requested By: Commanding Officer Nagasaki Mil. Govt. Team Nagasaki

Approved By: COL. B.D. GESLER O-I-C Engr Eighth Army Kanagawa

Remarks and Instructions: See above

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit) 8th Proc. Section Army Min. Office Japan Typed: RICHARD H. MOORE R.I.E. COL. Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese) IV PROCUREMENT DISTRICT KURE BRANCH Signed: Mill. Govt. Officer Rank Branch

Dated: 2 October 1948 Typed: EDWARD HOLWAY Maj. Cav.

(Space for Japanese Only)

P. D. Received By: Signature City Prefecture Date 2 October 1948

DUPLICATE COPY C.G.-24TH INF. DIV.



INSTRUCTIONS FOR USE OF GPA FORM 1  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
  2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 3\*\*  
Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
  3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
  4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
  5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
  6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
  7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
  8. Detach the lower half of all except the last page, if more than one page is required.
  9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
  10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
  11. Under "Remarks and Instructions", include the following, if appropriate:
    - a. Packing and shipping instructions.
    - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
    - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
  12. All copies of the procurement demand will be signed.
  13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
  14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
  15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, c and f
  16. Amended demands will be prepared and distributed in the same manner.
  17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
  18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
  19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
- \* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit
- \*\* Inclosure references are to Eighth Army Operational Directive.



INSTRUCTIONS FOR USE OF GPA FORM 1  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
  2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 1\*\*  
Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
  3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
  4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
  5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
  6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
  7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
  8. Detach the lower half of all except the last page, if more than one page is required.
  9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
  10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
  11. Under "Remarks and Instructions", include the following, if appropriate:
    - a. Packing and shipping instructions.
    - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
    - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
  12. All copies of the procurement demand will be signed.
  13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
  14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
  15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 1-4a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, c and f
  16. Amended demands will be prepared and distributed in the same manner.
  17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
  18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
  19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
- \* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit
- \*\* Inclosure references are to Eighth Army Operational Directive.



GPA Form 1

PROCUREMENT DEMAND

Page 1 of 2 Pages

(4-16)

On Imperial Japanese Government

JPNR-2652 (48)

Account Code (If Applicable to all Items):

Demand No.

(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<p><b>USE OF REAL PROPERTY (Private Dwelling for Dependent Housing) situated at 9, Hikiji-cho, Nagasaki-shi, Nagasaki-ken, consisting of one (1), two-story, frame, nine-room, semi-Western style dwelling, comprising a total floor area of 4,254 sq.ft., with a ground floor area of 2,794 sq.ft., and one (1), one-story, frame servants quarters, comprising a total floor area of 345 sq.ft. and located on a total land area of 5,247 sq.ft., together with any or all minor buildings and improvements situated on said property. All of the above as per plan which is attached hereto and made a part hereof. Copy of said plan is on file with Hq. 8th Army, Procurement Section.</b></p> <p>(a) TOTAL FLOOR AREA 4,599 sq.ft.                      (b) TOTAL LAND AREA 5,247 sq.ft.                      CODE: 115-1-61-439-2 cc:04-DH-01</p>		
2.	<p><b>USE OF FURNITURE. (Furniture acquired with the facility.) To include removable furniture presently in this building which has been mutually agreed upon to remain therein, and will be reflected in the inventory submitted with the procurement receipt. This procurement demand does not include furniture or furnishings procured separately nor issued from Occupation Forces stocks.</b></p>		

(Draw this line for Additional Pages)



GPA Form 1 (4-48)

PROCUREMENT DEMAND On Imperial Japanese Government

Page 2 of 2 Pages

JPNR-2652 (48)

Account Code (If Applicable to all Items): Demand No. (Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	<b>REMARKS AND INSTRUCTIONS:</b>		
	(a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility.		
	(b) Operation and maintenance and leasing clauses included in real estate procurement demands are inoperative subsequent to January 1948.		
	(c) Plot and floor plan attached as exhibit 5A.		
	(d) Rehabilitation of this facility to be accomplished under procurement demand JPNR-1052.		
	AJK/af		

(Detach Along this Line for Additional Pages)

Suggested Source: **S.P.B. Fukuoka Branch** **Fukuoka** **Fukuoka**  
 Name Address City Prefecture  
 Not restricted item  
 (Japanese Delivery) (Occ Force Pick Up) Restricted Item: Letter Reference or Signature  
 Delete One **1 October 1948** Ship **XXXX**  
 Delivery Required: Calendar Date or Period By: (Air) (Water) (Rail) (Road) Delete Three  
 Deliver **Regional Post Engineer** **Camp Mower** **Nagasaki**  
 To: Name of Receiving Officer Organization Location Prefecture Phone  
 Requested **Commanding Officer** **Nagasaki Mil. Govt. Team** **Nagasaki**  
 By: Name of Requesting Officer Organization Location Prefecture Phone  
 Approved **COL. E.E. GESLER** **O-I-C Engr** **Eighth Army** **Kanagawa**  
 By: Name of Approving Officer Staff Section Headquarters Prefecture Phone  
 Remarks and Instructions: **See above**

8th Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
 Army Proc. Section Japan Typed: **RICHARD H. MOORE** **LT. COL.** **FA**  
 Mil. Govt. Hq. & Hq. Co. Prefecture Mil. Govt. Officer Rank Branch  
 IV PROCUREMNT DISTRICT FUKUOKA BRANCH (Space for Mil. Govt. Unit Processing Demand to Japanese)  
 Mil. Govt. Hq. & Hq. Co. Prefecture Signed: **Proc.** Rank Branch  
 Dated: **30 Sept 1948** Typed: **EDWARD HOLWAY Major, Cav.**

(Space for Japanese Only)  
 P. D. Received By: **30 Sept 1948**  
 Signature City Prefecture Date  
**DUPLICATE COPY**  
**O.G., 24TH INF. DIV.**



DISTRIBUTION COBA

**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States. Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*  
Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.

11MF-5225 (78)

5 5



H. Coe. Sergeant  
H. Baehle

You may want  
to pass this word  
along to your  
people.

EA 9/16.

MAJOR EDWARD HOLWAY, CAVALRY, A. U. S.  
MILITARY GOVERNMENT SECTION  
HEADQUARTERS, 8TH ARMY  
陸軍少佐エドワードホルウェイ



GPA Form 1  
(4/48)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page \_\_\_\_\_ of \_\_\_\_\_ Pages

Account Code (If Applicable to all Items): 235-3-51-100-2 Demand No. JPN 3019C  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
	Procurement Demand JPN 3019 and amendments JPN 3019A and JPN 3019B are amended in their entirety and the following substituted therefor:  1. Part time use of one (1) sea worthy boat for the purpose of transporting supplies, twice a week, from Kagoshima to Nomaki, as directed by the Receiving Officer. Receipts: Monthly procurement receipts (GPA Form 2) will be prepared by the contractor and/or the Japanese Government and submitted to the Receiving Officer for certification. Each receipt will specify the following: a. Tonnage of boat and horse power of engines b. Number of eight hour days the boat was in use. See additional RECEIPT INSTRUCTION #2. Authority for Restricted Item. 1. FEAF Transportation No. 3 forecast, line item #18 2. Par. 9-c(1 and 2) ltr GHQ, SCAP AG 400.12 (8 May 47) GD 400.12 (8 May 47)GD dtd 15 July 48. 3. Radio, CINCFE, CX60646 dtd 15 May 48. 4. 1st Ind GHQ SCAP AG 400.12 (28 May 48)GPA dtd 12 Aug 48.		
	DS/tu		

(Detach Along this Line for Additional Pages)

Suggested Source: S.P.B. Fukuoka Branch Fukuoka Fukuoka  
Name Address City Prefecture

(Japanese Delivery) ~~By~~ ~~Over~~ ~~Forward~~ Pick Up) Authority for Restricted Item: See above  
Delete One Letter Reference or Signature

Delivery Required: 15 February 1948 - 31 March 1949 Ship By: (Air) (Water) (Rail) (Road)  
Calendar Date or Period Delete Three

Deliver To: Transportation Officer Ashiya AF Base Fukuoka  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding General Hq 5th Air Force Nagoya  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: Transportation Officer 6th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: Per T s/c #5955 dtd 16 Aug 48 & Radio, STAAF, ENG-P-166  
dtd 25 Aug 48 f/w JPN 3012A

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)

8th Army Proc Sect. Japan Proc Officer  
Unit XXXXXXXXXXXXXXXX Japanese City Prefecture Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)

IV MR Co SEPT. & Hq. Co. Fukuoka Dr.  
Unit CXXXXXXXXXXXXXXXXX City Prefecture Rank Branch

Dated: 15 Sept 1948 Typed: EDWARD HOLWAY Major, Cav.

(Space for Japanese Only)

P. D. Received By: \_\_\_\_\_ Signature \_\_\_\_\_ City \_\_\_\_\_ Prefecture \_\_\_\_\_ Date 15 Sept 1948

DUPLICATE

COPY





**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States. Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section. Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
 

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



RECEIPT INSTRUCTIONS #4

Page 1 of 1 page

1. Receipts:

a. If the Receiving Officer desires to terminate the procurement demand prior to the designated date of expiration, a "Final" receipt will be submitted. This will terminate the procurement demand and no further request for cancellation is required.

b. Receipts, either negative or positive, will be submitted from the effective date shown in the "Delivery Required" space unless terminated by the Receiving Officer prior to the stated expiration date, at which time the provisions of the preceding paragraph will apply.

c. All statements which follow this paragraph are for the guidance of the contractor and/or the Japanese Government and do not pertain to the Receiving Officer.

d. After signature by the Receiving Officer and prior to submitting the procurement receipt (GPA Form 2) to the Japanese Government for payment, the contractor will enter on a form which he will attach to each of the three (3) copies of the receipt given him by the Receiving Officer, the unit cost and total cost in yen for each item being receipted for. Official costs and extensions will be furnished by the Japanese Government. If costs reported by the contractor are not allowed by the Government, those figures will be deleted and amounts actually paid substituted therefor. The costs will be submitted to the Procurement Section on PROC Form 69.

e. The final receipt issued in connection with each demand and the resultant final PROC Form 69 should include a further certification to read substantially as follows:

"All costs incurred under this demand have been paid and all payments reported on a GPA Form 2 except as follows: (Here list any exceptions to the statement, with an explanation)".

f. In connection with any type of receipt (regardless of whether partial or final and regardless of whether for materials, equipment and supplies, or for construction or services), after actual payment has been made, a Payment Data Form (PROC 69) containing all of the information pertinent to the payment will be forwarded to the nearest Eighth Army Procurement Section District or Branch Office. This PROC 69 will bear the certification of the Japanese representative on the lower portion of the front face of the form.



GPA Form 1  
(4-46)

**PROCUREMENT DEMAND**  
On Imperial Japanese Government

WHA <sup>1</sup> <sup>3</sup>  
JPNR-2273  
~~FKK-1840-A~~ (38) Pages

Account Code (If Applicable to all Items): \_\_\_\_\_ Demand No. \_\_\_\_\_  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
1.	<p>Procurement Demand <del>FKK-1840</del> is hereby cancelled as of 30 June 1947. The facility procured thereby is hereby reprocured under Procurement Demand JPNR-2273, as follows:</p> <p>USE OF REAL PROPERTY: known as the Silk Grower's Association Building, situated at 103-Toppu-cho, Miyazaki-shi, Miyazaki-ken, (630.1-960.4 Map of Japan 1:250,000) consisting of one (1) Western-style, frame, office building comprising a total floor area of 9,180 sq. ft. with a ground floor area of 5,053 sq. ft. and located on a total land area of 19,918 sq. ft., together with any or all minor buildings and improvements situated on said property. All of the above as per plot and floor plans which are attached hereto and made a part hereof. Copies of said plans are on file with Hq. 8th Army, Procurement Section).</p> <p>TOTAL FLOOR AREA: 9,180 sq. ft. TOTAL LAND AREA: 19,918 sq. ft.</p> <p>CODES: 800-4-61-000-2 cc: 07-OPS-01</p>		
2.	<p>OPERATION AND MAINTENANCE: To consist of normal maintenance of facilities including repair of Engineer furniture and furnishings but no new construction. Operating personnel are included herein.</p>		

(Detach Along this Line for Additional Pages)



GPA Form 1  
(4-46)

PROCUREMENT DEMAND  
On Imperial Japanese Government

Page 2 of 3 Pages  
JFNE-2273  
FKKE-1840-A

Account Code (If Applicable to all Items): \_\_\_\_\_ Demand No. \_\_\_\_\_  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Desired	Unit	Quantity
3.	<p>TOTAL FLOOR AREA: 9,180 sq. ft.            CODES: 800-4-22-000-7 cc: 07-OPS-03</p> <p>HEATING SERVICE: To consist of adequate heat and hot water including the furnishing of necessary fuel except gas or electricity. The furnishing of coal is excluded from the provisions of this demand subsequent to 30 June 1947. Operating personnel are not included herein.</p> <p>TOTAL FLOOR AREA: 9,180 sq. ft.            CODES: 800-4-22-000-7 cc: 07-OPS-04</p>		
4.	<p>USE OF CONSTRUCTION (Performed under authority of unidentified demands at the direction of the Occupation Forces.)</p>		
5.	<p>USE OF FURNITURE (Furniture acquired with the facility).            To include removable furniture presently in this building which has been mutually agreed upon to remain therein, and will be reflected in the inventory submitted with the procurement receipt. This procurement demand does not include furniture or furnishings procured separately nor issued from Occupation Forces stocks.</p> <p>REMARKS AND INSTRUCTIONS:</p>		

(Detach Along this Line for Additional Pages)



PROCUREMENT DEMAND  
On Imperial Japanese Government

Account Code (If Applicable to all Items): See below Demand No. W.H.A. JFME-2273  
(Read Instructions on Back of this Form) FKGL-1040-A

Item No.	Specific Description of Items Desired	Unit	Quantity
	(a) The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility. (b) Plot plans attached as exhibit "A" Floor plans attached as exhibit "B" (c) Rehabilitation of this facility as accomplished prior to 1 July 1947. No further work to be performed under this demand.		

HO/hw

(Detach Along this Line for Additional Pages)

Suggested Source: S.P.B. Fukuoka Br.  
Name Address City Prefecture

(Japanese/Delivery/Qty Price/Unit) Authority for Restricted Item: Not Restricted Item  
Delete One Letter Reference or Signature

Delivery Required: 1 July 1947 Calendar Date or Period Ship By: (Air) (Water) (Rail) (Road)  
Delete Three

Deliver To: Regional Post Engineer Camp Chickamauga Miyazaki  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding Officer CIC Det. Miyazaki Miyazaki  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: Col. E. E. Gesler O-L-C Engr. 8th Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: See above

(Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
8th Army Procurement Section  
Unit: Mil. Govt. Headquarters Co. xx Japan Typed: RICHARD H. MOORE, LT. COL. FA  
Prefecture Proc. Mil. Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
IV PROCUREMENT DISTRICT  
Unit: Mil. Govt. Headquarters Co. xx Fukuoka Branch Signed: Edward Holway  
Prefecture Proc. Mil. Govt. Officer Rank Branch

Dated: 4 Sept. 1948 Typed: EDWARD HOLWAY Major, Cav.

(Space for Japanese Only)

P. D. Received By: 4 Sept. 1948  
Signature City Prefecture Date

DUPLICATE COPY  
C. G. 24th DIVISION



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	8 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
 

\* When demand is prepared by one military government unit and forwarded to another military government unit for processing on the Japanese, extra copies of each paper must be made for the files of the processing unit.

\*\* Inclosure references are to Eighth Army Operational Directive.



To Col. Hilton

Herewith certified  
copy of AD and  
your house, and  
a sample copy of  
Receipt on same,  
per Lt. Bachler's  
Request.

EA 10/12

MAJOR EDWARD HOLWAY, CAVALRY, A. U. S.  
HEADQUARTERS, EIGHTH ARMY  
PROCUREMENT SECTION  
FUKUOKA BRANCH  
TELEPHONE: FUKUOKA 3 628 401 1647







Account Code (If Applicable to all Items): See Below Demand No. JPNR - 994  
(Read Instructions on Back of this Form) (08)

Item No.	Specific Description of Items Desired	Unit	Quantity
2.	115-2-22-439-7 cc-04-CH-03  OPERATION AND MAINTENANCE SERVICE. To consist of normal maintenance required for a private dwelling and grounds, including repair of furniture and furnishings, but not to include replacement of these items. No operation service to be furnished.	sq.ft.	5.244
3.	115-2-22-439-7 cc-04-CH-04  HEATING. To consist of adequate heat and hot water including the furnishing of necessary fuel except gas or electricity. The furnishing of coal is excluded from this demand subsequent to 30 June 1947. Operating personnel for individual heating units are not included herein.  REMARKS AND INSTRUCTIONS: a. Plot plan of subject area is attached as Exhibit "A". b. The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility. This Procurement Demand supersedes Hq. 24th Div. Arty. Memo #11, dated 24 June 1946, insofar as it affects this facility. HLB/af	sq.ft.	5.244

(Detach Along this Line for Additional Pages)

Suggested Source: Kyushu Central Liaison Office Fukuoka Fukuoka  
Name Address City Prefecture

Authority for Restricted Item: Not applicable  
Delete One Letter Reference or Signature

Delivery Required: 11 September 1946 XXXX  
Calendar Date or Period Delete Three

Deliver To: Dependent Housing Officer 24th Div. Arty. Fukuoka Fukuoka  
Name of Receiving Officer Organization Location Prefecture Phone

Requested By: Commanding Officer 24th Div. Arty. Fukuoka Fukuoka  
Name of Requesting Officer Organization Location Prefecture Phone

Approved By: E.E. GESLER, COL. O-I-C Engr. Sect. Eighth Army Kanagawa  
Name of Approving Officer Staff Section Headquarters Prefecture Phone

Remarks and Instructions: See Above

8th (Space for Mil. Govt. Unit Preparing and Forwarding Demand to Another Mil. Govt. Unit)  
Army Section Co. Japan Typed: ALBERT FREGOSI LT. COL. CE  
Unit Mil. Govt. Prefecture Mil. Govt. Officer Rank Branch

(Space for Mil. Govt. Unit Processing Demand to Japanese)  
IV PROCUREMENT DISTRICT KOKURA BRANCH  
Unit Prefecture Signed: /s/ ARLEY L. OUTLAND Major, FA  
Mil. Govt. Officer Rank Branch

Dated: 6 November 1947 Typed: ARLEY L. OUTLAND Major, FA

(Space for Japanese Only)

P. D. Received By: /s/ T. Tsukiyama Kokura Fukuoka 6 November 1947  
Signature City Prefecture Date

A certified true copy. *Award Holway*  
MAJOR, CAVALRY



**INSTRUCTIONS FOR USE OF GPA FORM 1**  
(Local reproduction of this form is not authorized)

1. This form will be used for the procurement of all Japanese supplies and facilities except labor, enemy surrendered facilities, equipment held for reparations, and facilities of United States, Allied, and Neutral nationals.
2. The procurement demand number assigned this demand will be used for subsequent receipts and releases of the supplies and facilities hereon and will consist of a three group letter and number combination as follows: First group—A four letter code to indicate the prefectural area and administrative region wherein the demand is prepared (not necessarily where processed to the Japanese), see Incl 4\*\*. Second group—A single consecutive numerical sequence starting with one, covering all procurement demands irrespective of approving or using agency, for a particular prefectural area. Third group—A consecutive letter sequence for amendments to a particular procurement demand starting with the letter A for the first amendment. Illustration: KYTE-5 or KYTE-5-A.
3. Limit a particular procurement demand to a single approving staff section, to a single prefecture, and to supplies and facilities of either a total (outright) or monthly (rental) relative value.
4. Describe as completely as possible including, if known, Japanese name, type, quality, grade, model, rated capacity, and other descriptive nomenclature of the item. Include complete address in case of real estate or construction work. Construction demands will be cross-referenced to real estate demands which procured the site.
5. In describing items desired, use nomenclature equivalent to that listed in Incls 7 to 10\*\*.
6. Indicate, when appropriate, materials, equipment, labor, and supervision furnished by the occupation forces to the Japanese in the fulfillment of the demand.
7. If a single account code is not applicable to all items on the demand, enter after each item described, the proper account code given in Incl 5\*\*.
8. Detach the lower half of all except the last page, if more than one page is required.
9. Under "Suggested Source", indicate names and addresses of possible Japanese suppliers, contractors, or service companies.
10. Under "Deliver To", indicate the name of the officer who will have direct contact with the Japanese property owner or contractor in the case of real estate, construction work, or services.
11. Under "Remarks and Instructions", include the following, if appropriate:
  - a. Packing and shipping instructions.
  - b. "Delivery already made", and reason for necessity of issuing such confirmation demand.
  - c. Reference to any attached statements, sketches, plot plans, maps, overlays, drawings and specifications.
12. All copies of the procurement demand will be signed.
13. If the military government unit preparing and processing the demand is the same, only the second of the two "Military Government Unit" blocks will be completed.
14. List of papers in connection with procurement, number of copies, and by whom prepared:
 

a. Procurement demand, GPA Form 1	6 copies	Military government unit
b. Unit requisition	3 copies	Requesting unit
c. Plot and building plans	5 copies	Requesting unit
d. Specifications as to rehabilitation and operation desired	5 copies	Requesting unit
e. Construction drawings	2 copies	Appropriate staff section
f. Construction specifications	2 copies	Appropriate staff section
15. Distribution of papers and number of copies:
 

a. Central Records	1 copy	of 14a above
b.* Military government unit	1 copy	of a, b, c and d
c. Appropriate staff section	1 copy	of a, b, c, d, e and f
d. Requesting Unit	1 copy	of a, b, c and d
e. Japanese Liaison Office	1 copy	of a, c and d
f. Japanese supplier	1 copy	of a
g. or Japanese property owner	1 copy	of a, c and d
h. or Japanese contractor	1 copy	of a, e and f
16. Amended demands will be prepared and distributed in the same manner.
17. Military Government will forward Central Records copy directly to Military Government Section, Headquarters Eighth Army, APO 343, attention Procurement Division.
18. Japanese Liaison Office will enter name and address of Japanese supplier, contractor, or service company under "Suggested Source", if none is indicated.
19. Changes in the source (delivery point) and date and method of delivery will be coordinated with the military Government unit and will be corrected on the form by the Japanese Liaison Office before signature and return.
 

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\*\* Inclosure references are to Eighth Army Operational Directive.







GPA FORM 2  
(4-46)

PROCUREMENT RECEIPT

Page 2 of Pages

Received From: Kyushu Central Liaison Office  
Individual Firm  
Address: Fukuoka  
Number and Street City Prefecture  
Date Received: 11 September 1946 (Partial) (Final) Receipt  
Or Period Covered Delete One  
Account Code (If Applicable to All Items): See Below Receipt No. JPNR - 994  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Received	Unit	Quantity	Enter Estimated Relative Value on U.S. Copies Only	
				Unit Value	Total Value
	To include removable furniture presently in this building which has been mutually agreed upon to remain therein, and will be reflected in the inventory submitted with the Procurement Receipt. <del>does not</del> This Procurement Demand does not include furniture or furnishings procured separately nor issued from Occupation Forces Stock. REHABILITATION: As set forth in the attached schedule. No further work to be performed under this demand.				
2.	115-2-22-439-7 cc-04-DH-03 OPERATION AND MAINTENANCE SERVICE. To consist of normal maintenance sq.ft required for a private dwelling and grounds, including repair of furniture and furnishings but not to include replacement of these items.	sq.ft	5,244	0.003	15.73
				Grand Total	

(Detach Along this Line for Additional Pages)



GPA FORM 2  
(4-48)

PROCUREMENT RECEIPT

Page 3 of Pages

Kyushu Central Liaison Office

Received From: \_\_\_\_\_  
Individual Firm  
 \_\_\_\_\_ Fukuoka Fukuoka  
 Address: \_\_\_\_\_  
Number and Street City Prefecture  
 \_\_\_\_\_  
 Date Received: \_\_\_\_\_  
11 September 1946 (Final) Receipt  
Delete One  
 Account Code (If Applicable to All Items): \_\_\_\_\_  
Or Period Covered See Below Receipt No. JPNR - 994  
(Read Instructions on Back of this Form)

Item No.	Specific Description of Items Received	Unit	Quantity	Enter Estimated Relative Value on U.S. Copies Only	
				Unit Value	Total Value
3.	No operation service to be furnished. 115-2-22-499-7 cc-04-DH-04 HEATING. TO consist of adequate heat and hot water, including the furnishing of necessary fuel except gas or electricity. The furnishing of coal is excluded from this demand subsequent to 30 June 1947. Operating personnel for individual heating units are not included herein. REMARKS AND INSTRUCTIONS: a. Plot plan of subject area is attached as Exhibit "A" b. The Japanese Government will acquire all land and obtain any necessary legal rights and/or easements for the use of this facility.	sq.ft.	5,244	0.0012	6.29

(Detach Along this Line for Additional Pages) | Grand Total |