CSE DEPT PURCHASE REQUISITION FORM

DATE

VENDOR

VENDOR PHONE

VENDOR URL

ACCOUNT/PROJECT #

Purchase Requisition #

I certify that these costs were incurred to conduct research for TEES Project # _____ and are properly chargeable to the project.

_____

SIGNATURE (Principal Investigator or Authorized Representative)

PART #	DESCRIPTION OR SPECIFICATIONS	QTY	UNIT	UNIT PRICE	EXTENDED PRICE
					0
					0
					0
					0
					0
					0
					0
					0
				TOTAL	0

How does the item purchased relate to the research project/academic account/income account?

If ordering capital / inventoried equipment, where will it be located:

BLDG: **ROOM#**

Is this item being added to a fabrication or inventoried item? **Yes** **No**

If so what is the inventory number

I certify that these costs were incurred in support of research/academic related activities for the account/project listed above and are properly chargeable to the account/project.

Submitted by:

APPROVED:

PI or Departmental representative's signature