ORDER REQUEST
DEPARTMENT OF INFECTIOUS DISEASES

- (•) Pcard
- ( ) CRS
- ( ) Electronic

Radioactive materials, hazardous chemicals or laboratory chemicals governed by The Laboratory Safety Manual may NOT be purchased with the Pcard.

Date:	Requested By:
Vendor:	Vendor Telephone:
Account Name:	Account Number:
Project Number:	If Teaching, Course Number:
Quote Number:	Date Needed:

Item #	Catalog #	Description	Quantity	Unit Price	Total Price
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
			Subtotal		$0.00
			Shipping		
			Total		$0.00

Reason for purchase/justification

Expected Delivery Date:

Order Confirmation Number:

All Pcard packing slips must be attached to the Monthly Credit Card Statement. Please forward original packing slip to Stephanie OKelley upon receipt of delivery.