

# Civil, Construction and Environmental Engineering Purchase Form

Date: \_\_\_\_\_ PO# or PCard : \_\_\_\_\_

Requester: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Justification: \_\_\_\_\_  
\_\_\_\_\_

Item Description: \_\_\_\_\_ Item #: \_\_\_\_\_ Qty: \_\_\_\_\_

Is this Fabricated Equipment: \_\_\_\_\_ Room # (for 361472 ONLY) \_\_\_\_\_

Account #: \_\_\_\_\_ Tab or Startup? \_\_\_\_\_

Estimated Cost: \_\_\_\_\_

Is this purchase cost shared? \_\_\_\_\_ Against which project No.? \_\_\_\_\_

P.I. Approval: \_\_\_\_\_ Date: \_\_\_\_\_

*administrative use only*

PROJECT ID	ACCOUNT #	CATEGORY ID	AMOUNT
		SALES TAX	
		FREIGHT	
		TOTAL	

Approval: \_\_\_\_\_

Date: \_\_\_\_\_