

For Procurement Use Only

Purchase Order #	
Category	
Reference	

UW-Whitewater
Purchase Requisition OVER \$5,000.00
Tax Exempt No. ES40706

Date:

Deliver to:

Vendor:

Dept:

Name:

Building, Room:

Attn:

Address:

City, State, Zip:

Phone:

Delivery Contact:

Fax:

Name:

E-mail:

Phone:

Requestor:

Bill to:

Name:

Phone:

Accounting Information:

Fund	Program	Organization	Project	Account	Amount	Authorized Signature

Total:

Invoice Terms

Shipping Charges:

Items to Order:

Qty	Unit	Catalog Number & Item Description	Unit Price	Ext Total

Total:

Comments / Instructions: