



PO creation request

PO number	Name requester	[requester]
WBS	Owner FM	[fm-team-50]
GL	Budget holder	[authorising-738]
Delivery date	Date approved	[date-approved-655]
Date -> PO creator	Signatures (BH + FM)	
Service provider		[provider-565]
Shared with ULIP (50/50)?		[shared-ulip-536]
Written conf received (ULIP)?		[conf-ulip-5536]
Cost TTC		[cost-ttc-11]
Currency		[currency-805]
Special invoicing instructions or comments		
[comments-737]		
Expenditure >500?	[more-500]	
Price comparison completed?	[comparison-222]	
Why was the provider chosen?		
[textarea-351]		
Description of goods/services		
[description-735]		