PURCHASE REQUISITION

ADVANCING RESEARCH IMPROVING EDUCATION

(valid only when typewritten and submitted in triplicate)

4700 Mueller Blvd., Austin, TX 78723

TO: ADMINISTRATIVE SEF	RVICES			VOICE. 000 4.	76-6861 • Fax: 512-476-2286 www.sedl.org	
		NIT NUMBER (BUDO	GET)			
			UNIT	ESTIMATED COST		
ITE	M AND DESCRIPTION	QUANTITY		PER UNIT	TOTAL	
ITEM NO.	POTENTIAL SUPPLIER: NAME	STREE	STREET ADDRESS		CITY, ZIP, AND STATE	
Brief statement of purpose of r	request: Statement should include all items. Ide	entify programs or activit	ty.			
REQUESTED BY:				AD	IMINISTRATIVE SERVICES USE	
TIT! F			DATE		_ PURCHASE ORDER NO	
ADDDOUED			(DUDGET AUTHORITY)			
TITLE:		DATE	DATE		DATE OF ORDER	

PRESIDENT AND CEO

(FOR ITEMS EXCEEDING \$1,000)

APPROVED:

TITLE:

DATE _____