**Purchase Request** Statement of Need ID#: {{ ID }}

**Statement of Need**  Approved by IT: {{ approver }}

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Requester: {{ requester }} | | | Date: {{ datereq }} | |  | CO: |  | | | RQ1 #: |
| {% for line in lines %}  {% endfor %} | | | | | | | | | | |
| BOC | **Fund** | **Location** | | **Description** | | | **Qty.** | **Price Each** | **\*Estimated Total Cost** | **Statement of Need/Justification** |
| {{ budgetObjCode }} | {{ fund }} | {{ location }} | | {{ itemDescription }} | | | {{ quantity }} | {{ priceEach }} | {{ totalPrice }} | {{ justification }} |
| PURCHASE TOTAL | | | | | | | | |  |  |

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| --- |
| **FINAL APPROVAL FOR PURCHASE** |