

# TROPICAL PLANT & SOIL SCIENCES ORDER FORM

PURCHASE ORDER NO.

Delivery to  (ALL TRANSPORTATION CHARGES MUST BE PREPAID)	Account Code	
VENDOR	Telephone No.	Requisitioner
	Delivery On/Before	SHIP VIA
Other Vendors Phone Quotations: \$1,000 – 4,999 (attach written quote of vendor with lowest bid) 1. 2. 3.		Over \$5,000 –written quotations attached
		Contract/Price List No.

ITEM NO.	QUANTITY ORD REC		DESCRIPTION UNIT PRICES ARE (Estimated) or F (Firm)	OBJ SYM	E/F	UNIT PRICE	AMOUNT

Equipment to be located:						FRT	
Campus	Bldg.	Rm.				TAX	
Incorporated into Existing Equipment						TOTAL INC. FRT & TAX	
Decal No.	Purchased on P.O. No.						

Justification

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Requisition Processed: \_\_\_\_\_