School of Fisheries

REQUEST FOR PURCHASE

Please Print

Date: _____

A completed Request for Purchase must be submitted to Fisheries Purchasing to obtain a P.O. prior to purchase. Please attach any correspondence related to the purchase. Submit completed form to Room 116, Fishery Sciences Building or FAX to 616-8689.

Budget Name:_____ **Budget #:**_____ **Subcode: (____) Date Desired:** _____ (Not ASAP)

Ordered by:_____ Phone #_____ Authorization:_____

Delivery Information:

Attn. to: _____

☐ **Fishery Sciences, Room #**_____
1122 NE Boat St., Box 355020, Seattle, WA 98105

☐ **West Loading Dock, Fisheries Center**

☐ **Fisheries Teach & Rsch Bldg, Room #**_____
1140 NE Boat St, Box 355100, Seattle, WA 98195

☐ **Marine Studies Bldg, Unit**_____, **Room #**_____
3707 Brooklyn NE, Box 355680, Seattle, WA 98105

☐ **Columbia Basin Research, Room#**_____
1325 4th Ave., Suite 1820, Seattle, WA 98101-2509

☐ **OTHER:** _____

_____

_____

☐ **To be picked up**

Vendor Information:

Name: _____

Address:_____

City:_____ State_____ Zip_____

Contact:_____ Phone:_____

This space for Office Use Only: **P.O.** _____
Confirming: Y N **Line Item:** Y N

Attachments: Y N **Freight:** Y N Amount_____
Comments: Y N

Quantity	Unit (ea, lb)	Unit Cost	Catalog/ID #	Unit Description (Please be clear & concise)