School of Fisheries **Please Print** Date: _____

REQUEST FOR PURCHASE

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 #:** _____ **Project code: ( )** **Date Desired (not ASAP):** _____

Ordered by: _____ **Phone #:** _____ **Authorization:** _____

Email: _____

Delivery Information:

Attn. to:

- ○ **Fishery Sciences, Room #**
  1122 NE Boat St., Box 355020, Seattle, WA 98195
- ○ **West Loading Dock, Fisheries Center**
- ○ **Fisheries Teach and Rsch Bldg, Room #**
  1140 NE Boat St, Box 355100, Seattle, WA 98105
- ○ **Marine Studies Bldg, Room #**
  3707 Brooklyn NE, Box 355680, Seattle, WA 98105
- ○ **Columbia Basin Research**
  1325 4th Ave., Suite 1820, Seattle, WA 98101-8509
- ○ **OTHER:**

Vendor Information:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Phone: _____

This space is for Office Use only:

Confirming: Y ○ N ○ **P.O. #** _____

Attachments: Y ○ N ○ Freight: Y ○ N ○

Comments: Y ○ N ○ Amount: _____

Expected delivery date: _____

Vendor reference #: _____

Quantity	Unit (ea, lb)	Unit Cost	Catalog/ID #	Obj. Code	Unit Description (Please be clear and concise)