ORIGNAL ◉

AMENDED ○

SUBMIT

SUMNER COUNTY

REQUISITION FOR PURCHASE ORDER

Date _____ Authorization ☐☐ ☐☐☐☐

Department

Address

_____

Deliver to _____

Address

_____

Purchase Order Type

Vendor Number or Name _____

Address _____

_____

_____

Specifications:

IF $1,500 TO $4,999.99 THREE VERBAL QUOTES OBTAINED ☐

Budget Acct Line.	Item Description	Part No.	Quantity Amt.	Unit Price	Total Price
					$0.00
					$0.00
					$0.00
					$0.00
Total					$0.00

Purchase orders are required prior to commitment to purchase, excluding items that are exempt
The County will not be liable for payment of any purchase made contrary to state statute or any of the Purchasing policy and procedures

Budget Acct Line.	Item Description	Part No.	Quantity Amt.	Unit Price	Total Price
Total Page 1					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
					$0.00
Total Price					$0.00

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