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| Page | 1 | of | 1 |

**SALISBURY UNIVERSITY**

**PROCUREMENT OFFICE**

**REQUISITION FOR COMMODITIES/SUPPLIES AND SERVICES**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| PURCHASING OFFICE  HH-222 |  | AUXILIARY SERVICES  CB-206 |  | INFORMATION TECH  FH-282 |  | CENTRAL STORES  MB-119 |  |

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| --- | --- | --- | --- | --- |
| DATE | DELIVERY DATE | ACCOUNT CODE | DEPARTMENT NAME | CONTACT PERSON |
|  |  |  | Campus Recreation | Jess Stoltz |

|  |  |  |  |
| --- | --- | --- | --- |
| **DEPARTMENT DELIVERY LOCATION (BLDG & ROOM NO.**) | **DEPARTMENT CONTACT TEL. NO.** | FISCAL YEAR | CONTRACT NUMBER |
| Maggs 214 | 410-543-6027 | **2019-20** |  |

**SUGGESTED VENDORS: (Include Name, Address, Telephone No. Fax No. and FEID or SS Number)**

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| Line No. | Qty | Unit | Description | | | Item Number | | | Unit Price | Total | |
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| BUDGET ADMINISTRATOR'S SIGNATURE OR AUTHORIZED DESIGNEE | | | | |  | DATE | |  | TOTAL DOLLAR AMOUNT | | |