

ALABAMA A. & M. UNIVERSITY
REQUISITION FORM **DIRECT PAY FORM**

Normal, Alabama 35672

REFERENCE NUMBER

 System Generated

Please type this form.

TO Purchasing Official,
 Room 109 Patton Hall
 Alabama A. & M. University

Date _____ 20 ____

Please furnish the following supplies or materials to:

Attention of: _____
Name Room and Building

 Organization Unit Name

FOAP Number: _____

NOTE: Please complete Inventory Item No. if item(s) available from University Inventory(s)

Quantity	Inventory Item No.	Description	Unit Cost	Total Cost

VENDOR # _____ TOTAL COST

Name and Addresses of Suggested Vendor(s)

1. _____

Requested By: _____
 Approved By: _____

