Purchase Requisition

Date	PO No.	Index code or dept.	Date Wanted

Quantity	Unit #	Description	Unit Price	Total
			TOTAL	

Suggested Source of Purchase			
Name:		Phone:	
Address:		Fax:	
		E-Mail:	

Additional Instructions:

AVOID DELAYS: REQUISITION MUST BE COMPLETED IN FULL!

Requested By:		Approved By:	

DIXIE APPLIED TECHNOLOGY COLLEGE - 46 S 1000 E - ST GEORGE, UT 84770
PURCHASING DEPT - P: 435-879-4242 / F: 435-879-4160 / EMAIL: vwilde@dixie.edu - Vikki Wilde