

Purchase Request Form

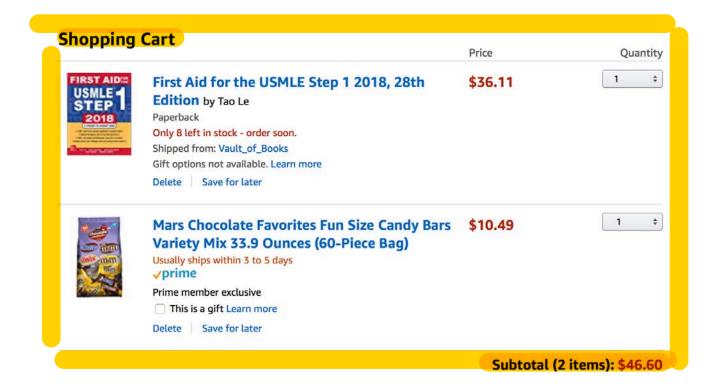
Fiscal Year 2018 - 2019



Organization Name				Budget Line, Allocation #, or Senate Bill #			Today's Date	
Medical School Programming				71100007			6/26/18	
Initiator (print) Phone				Advisor Name (print)			Date of Event (if applicable)	
Soraya Smith 407-266-1355				Casey Smith			8/7/18	
E-Mail Address				Advisor Signature			Event Location (if applicable)	
Casey.Smith@ucf.edu						UCF COM	1	
Recommended Vendor Amazon				Contact		(A&SF Busines	ss Office Use Only)	
Address								
City/State/Zip				Phone				
Email _								
Item #	Description - Attach al	l quotes and/or any documenta	tion	Quantity	Unit Price		Total	
1	First Aid Book			1	36.11		\$ 36.11	
2 Mars Choc	colate Favorites Fun Size (Candy Bars Variety Mix 33.9 Ounce	s (60-Piece Bag)	1	10.49		\$ 10.49	
							\$ 0.00	
							\$ 0.00	
							\$ 0.00	
Vendor Payment Options: Credit Card Check Grand Total						\$ 46.60		
Justification / Use of item(s) - RE	QUIRED							
The organization fair is	an opportunity to	introduce AMSA to the	e incoming	class and t	o encourage their inv	olvement in o	our future events.	
Benefit to the Student Body - RE								
This will introduce inc	oming M1s to A	MSA.						
Only those individuals or position	ons on the A&SF Busin	ess Office's authorized signatu	ıre list may sigr	n below, and o	nly those Student Organizati	ons registered wi	th the Office of Student	
Involvement that have received								
time that items and/or services a								
Student Government Finance Co Training. By signing below, you a				ed signatories r	nust have successfully comp	leted the A&SF Bi	usiness Office's Financial	
							1	
IDT BY: Other A	SF Dept	Name	De	ept#		Acct #		
P.O. P-0	Card P-C	ardholder Name						
	_			_				
Authorized Signature (1)	·		_	Date	ASFBO Accountant Signature Da		ASFBO Requisition	
	7/6/2018		7	7/6/2018			Approver	
Print Name		Print Name			Requisition #		Initials Date	
Robert Pell Kevin Petersen								

Items for AMSA Booth at Organization Fair

- First Aid Book: https://www.amazon.com/First-USMLE-Step-2018-28th/dp/1260116123/ref=sr_1_1?ie=UTF8&qid=1530030206&sr=8-1&keywords=first+aid+book
- Mars Chocolate Favorites Fun Size Candy Bars Variety
 Mix: https://www.amazon.com/Mars-Chocolate-Favorites-Variety-60Piece/dp/B00VZB1E4E/ref=sr 1 14 sspa?s=grocery&ie=UTF8&qid=1530031048&sr=
 1-14-spons&keywords=candy&psc=1





Orientation Fair

August 7th from 1:30-5pm

COM 1st and 2nd floor

Come meet the UCF COM student organizations and sign up for more information!

