Purchase Request Form

(Non-Entertainment)

English, History, Philosophy Administrative Unit

Date Submitted: ____________

Check the appropriate Department:
D01018 English ____________
D01019 History ____________
D01021 Philosophy ____________
D01328 Admin Unit ____________

Check one:
Faculty ____________
Staff ____________
Student ____________
Non-UC Employee ____________

Legal Full Name (first/last): ______________________________________

Vendor: ______________________________________

Reason for Purchase: ______________________________________

Item(s):

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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Grand Total: $ ______________________

Funding Source: ______________________________________

Approved by Analyst or FAO: ______________________________________

*Please tape receipt(s) on a separate sheet of paper.

Initials of ePay Transactor: ____________

revised 3/5/13
revised by rbarron