

21-001

St Lucie County Republican Party

Purchase / Requisition Form



Date: _____

Requesting Committee or Individual:

Item Requested Description:

MAJOR PURCHASES

*If Cost Exceeds \$1,000.00, Purchase must be approved by **The Executive Board** PRIOR to Acquisition.*

Two signatures are required for each such transaction neither of which can be the Requestor.

3 VENDOR QUOTES *if possible, for Major purchases.*

Purpose or Benefit of Purchase:

Quantity	Item # / Order Description	Unit Price		Extended Price
		Request Total:		\$0.00

MAJOR PURCHASE

Vendor 1		Phone #		Quote	\$0.00
Vendor 2		Phone #		Quote	\$0.00
Vendor 3		Phone #		Quote	\$0.00

Vendor Choice and Reason:

Notes:

EXECUTIVE BOARD APPROVED?

YES

NO

Signature 1

Name _____

Title

Signature 2

Name

Title