

# AUGUSTA STATE UNIVERSITY REQUEST FOR SUPPLIES AND EQUIPMENT

<i>NAME</i>		<i>POSITION</i>			<i>DATE</i>	
<i>EVENT</i>						
<i>EVENT NAME</i>			<i>EVENT DATE:</i>		<i>EVENT TIME:</i>	
<i>BRIEF DESCRIPTION:</i>						
<i>ITEMS REQUESTED</i>						
<i>ITEM #</i>	<i>ITEM DESCRIPTION</i>	<i>QTY</i>	<i>UI</i>	<i>UNIT PRICE</i>	<i>TOTAL PRICE</i>	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
					<i>TOTAL</i>	
<i>APPROVAL</i>						
<i>LAST, FIRST MI (PRINTED)</i>			<i>SIGNATURE</i>		<i>Date</i>	