Lawrence University — Student Organization Purchase Form

REQUEST BY:

Name: _____

Student Organization _____

Address: _____

SPC _____

City/State/Zip: _____

Signature: _____

Date: _____

PREPARED BY:

Name: _____

Signature: _____

Date: _____

AUTHORIZED BY:

Name: _____

Signature: _____

Date: _____

ACCOUNT NUMBER: _____

FUND -- ORG -- ACCOUNT -- ACTIVITY

-- #### -- ##### --

GENERAL DESCRIPTION:

NAME OF STORE/WEBSITE	ITEM DESCRIPTION AND URL	QTY	$/EACH	TOTAL
ExampleStore.com	tps://www.walmart.com/ip/Pen-Gear-No-2-Wood-Pencils-Sharpened-48-Count/4898826	3	1.88	5.64