

# PURCHASE REQUISITION

# STATE OF ALASKA

PURCHASE REQUISITION NUMBER

TO  333 Willoughby Ave., 7th Floor  
Juneau, AK 99811-0210

2400 Viking Drive  
Anchorage, AK 99501

DEPT	REQUISITION	FY
<b>PR-</b>		

DATE DELIVERY REQUESTED AT DESTINATION		DATE OF PURCHASE REQUISITION	
F.O.B. POINT		DATE P.R. SENT TO GS	
ASSIGNED TO			DATE

CONTACT NAME	TELEPHONE NUMBER	Stock Req. No.	BID/CONTRACT NO.	DATED	ORDER NO.	DATED
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SUGGESTED CONTRACTORS - (3) - (INCLUDE ADDRESS & PHONE NUMBER)	COMMENTS
	SHIPPING INSTRUCTIONS
	SPECIAL INSTRUCTIONS TO GS

ITEM NO.	COMMODITY CODE*	QUANTITY REQUIRED	UNIT OF MEASURE	DESCRIPTION, PERFORMANCE REQUIRED, INTENDED USAGE <small>NOTE: If this P.R. is for leased space or janitorial services, attach appropriate specifications.</small>	ESTIMATED UNIT PRICE	ESTIMATED EXTENDED PRICE
*COMMODITY CODE REQUIRED ON ALL P.R.s SENT TO GENERAL SERVICES						ESTIMATED TOTAL ALL

INVOICE ADDRESS	ARE FEDERAL FUNDS INVOLVED? <input type="checkbox"/> NO <input type="checkbox"/> YES ___%	PAGE 1 OF PAGES	DO NOT EXCEED \$
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REF	TYPE	NUMBER	AMOUNT	DATE	COMMENTS
1	PVN				
2					
3					
4					

FIN	AMOUNT	SY	CC	PGM	LC	ACCT	FY	NMR	
								DIST	LIO
1									
2									
3									
4									

PURCHASING AUTHORITY NAME	TITLE	PURCHASING AUTHORITY'S SIGNATURE	TELEPHONE NUMBER
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SUPPLY OFFICER APPROVAL Printed Name	Signature	Date
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CERTIFICATION: I certify that the facts herein and on supporting documents are correct, that this voucher constitutes a legal charge against funds and appropriations cited, that sufficient funds are encumbered to pay this obligation, or that there is a sufficient unencumbered balance in the appropriation cited to cover this obligation. I am aware that certifying false, inaccurate or misleading documents constitutes an unsworn falsification under AS 11.56.210.

CERTIFYING OFFICER'S PRINTED NAME	CERTIFYING OFFICER'S SIGNATURE	DATE
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