



**Section 1 - Order Request**

Name:	<input type="text"/>	Vendor Name:	<input type="text"/>
Purchasing Method:	PCARD:	Website Address:	<input type="text"/>
	DV:	Contact Name:	<input type="text"/>
	PO:		

Part Number	Item Description	Quantity	Unit Price	Amount
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Please give the business purpose for the items requested:	Sub-total	<input type="text"/>
	Sales Tax	<input type="text"/>
	Shipping	<input type="text"/>
	Grand Total	<input type="text"/>

**Section 2 - Authorizer**

Account Authorizer Signature:	<input type="text"/>	<b>Tax Exempt?</b>	<b>If Yes, please attach Tax Exemption Certificate (AZ 5000)</b>
Account:	<input type="text"/>	No      Yes	
Sub Account:	<input type="text"/>		
Project Code:	<input type="text"/>		

**Section 3 - To be completed by AME Business Office**

Form received:	<input type="text"/>	PCDO/Edoc Reference #:	<input type="text"/>
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Reconciler:

Part Number	Item Description	Quantity	Unit Price	Amount
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