



TAFT COLLEGE Perkins-CTE Purchase Request

Requestor & email

Dept. Allied Health Social Science Applied Tech. Division

Faculty Lead

Grant Justification

Which class/program is this purchase for?

How will this/these item/s be used by students?

This order is under \$1000; I do not need three quotes.

This order is \$1000 - \$80,999; I have attached 3 quotes.

Vendor

Vendor

Order via (ex. fax #/URL/etc)

Item	Description	Quantity	Unit Price	Amount
			Sub-total	
			Shipping	
			Tax	
			Grand Total	

REQUESTOR MUST EMAIL UPON RECEIPT OF ORDER. ITEMS OVER \$4,999 WILL BE LABELED BY CTE AND INVENTORIED IN CASE OF AUDIT.

Faculty Lead: Primary Goal Area/s for this Order:

- Course Redesign Articulation/Transfer
 Pedagogies of Engagement Student Support Services

Faculty Lead: I authorize this purchase using grant funds.

Sign/Date _____

Project/Program Director: I authorize this purchase using grant funds.

Sign/Date _____

FOAPAL _____