

**REQUISITION****PIERPONT COMMUNITY & TECHNICAL COLLEGE**

1201 Locust Avenue, Fairmont, WV 26554-2470  
 Direct all inquiries regarding this order to: (304) 367-4711

**THIS IS NOT AN  
 APPROVED  
 PURCHASE  
 ORDER**

Suggested Vendor:	FEIN/SSN:	Dept Name:	Date:
	Phone: Fax:	Dept. Contact:	
		Ship To:	

Req. Delivery Date:	Dept. Signature:	Shipping Cost: \$
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Item #	Quantity	Description				Unit Price	Extended Price
<b>1</b>							
		FUND	ORG	ACCT	ENCUMBER AMOUNT		
<b>2</b>							
		FUND	ORG	ACCT	ENCUMBER AMOUNT		
<b>3</b>							
		FUND	ORG	ACCT	ENCUMBER AMOUNT		

**PIERPONT COMMUNITY & TECHNICAL COLLEGE**

**Requisition Continuation Sheet**

Item #	Quantity	Description				Unit Price	Extended Price
<b>4</b>							
		FUND	ORG	ACCT	ENCUMBER AMOUNT		
<b>5</b>							
		FUND	ORG	ACCT	ENCUMBER AMOUNT		
<b>6</b>							
		FUND	ORG	ACCT	ENCUMBER AMOUNT		
<b>7</b>							
		FUND	ORG	ACCT	ENCUMBER AMOUNT		
<b>8</b>							
		FUND	ORG	ACCT	ENCUMBER AMOUNT		