



Standard Requisition

Department of Military and Veterans Affairs

TRACKING NUMBER:

REQUEST DATE:

REQUESTING PERSON/DIVISION/CONTACT INFO:

FOR PROCUREMENT USE ONLY

Received By |

Solicitation Type |

Assigned To

Date Assigned

DIVISION UNIT

REQUISITION ACTION REQUESTED

ESTIMATED AMOUNT:

NO. OF ATTACHMENTS:

\$

Commodity

Item No.	Comm. Code	Description	Qty. Requested	Unit	Estimated Unit Price / Contract Amount	Estimated Line Total
1						
2						
3						
4						
5						
6						
ESTIMATED TOTAL ALL						
DO NOT EXCEED						\$

BILL TO (IRIS CODE):

SHIP TO (IRIS CODE):

Requested Delivery / Start Date:

ARE FEDERAL FUNDS INVOLVED? YES / NO

Additional Billing Information:

Accounting

Line #	Event Type	ACCTG. Template	Line Amount	BFY / FY	FUND	APPR Unit	Object/Sub Object	Location	Activity	Program	PPC	Other

APPROVAL / CERTIFYING

REQUESTER NAME AND TITLE (Print Name & Title)	REQUESTER'S SIGNATURE	TELEPHONE NUMBER
PROCUREMENT OFFICER APPROVAL (Print & Title)	PROCUREMENT OFFICER SIGNATURE	DATE
<p>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.</p>		
CERTIFYING OFFICER'S PRINTED NAME	CERTIFYING OFFICER'S SIGNATURE	DATE