



Standard Requisition

Department of Military and Veterans Affairs



TRACKING NUMBER:

1

REQUEST DATE:

2

REQUESTING PERSON/DIVISION/CONTACT INFO:

3

FOR PROCUREMENT USE ONLY

Received By

Solicitation Type

Assigned To

Date Assigned

DIVISION UNIT

REQUISITION ACTION REQUESTED

1001 TAG

4

Request for Goods/Services

5

ESTIMATED AMOUNT:

6

NO. OF ATTACHMENTS:

7

0

Item No.	Comm. Code	Description	Qty. Requested	Unit	Estimated Unit Price / Contract Amount	Estimated Line Total
8	9	10	11	12	13	14
1		Please fill in as much detail in the description as possible. This block will expand to accommodate as many characters as necessary. By clicking this box				\$ 0.00
2						\$ 0.00
3						\$ 0.00
4						\$ 0.00
5						\$ 0.00
ESTIMATED TOTAL						\$ 0.00

BILL TO (IRIS CODE):

15

SHIP TO (IRIS CODE):

16

DO NOT EXCEED AMOUNT

17

GRANTFUNDSUSED?

YES

18

If selecting YES, include any grant and/or federal assurance/provision requirements that needs to be met

Requested Delivery / Start Date:

19

ARE FEDERAL FUNDS INVOLVED?

YES

20

Additional Billing Information:

Accounting

21

Item No. Above	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

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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