

PURCHASE REQUEST- Facilities Management

REQ# _____

PO# _____

BUILDING NAME: Government Center

LOCATION/AREA: Behind Garage

WORK ORDER # 2015-2333

DATE REQUESTED: 7/24/15

VENDOR FEDERAL TAX I.D. # _____

DATE RECEIVED: _____

- PURCHASE ORDER
- PROCARD/CREDIT CARD
- BOND PROJECT FUNDING

FUND	DEPT. ID	SECTION	ACCOUNT	SITE	AMOUNT

VENDOR INFORMATION

COMPANY NAME: Fuel Band LLC

ADDRESS: 2000 Hart fons COURT

CITY, ST, ZIP: Lexington KY. 40514

PHONE: 859-913-1101 CELL: _____

CONTACT NAME: Mirza Saikovic

MINORITY VENDOR: YES _____ NO

NEW VENDOR: YES _____ NO IF YES, Need Federal Tax ID #

ACCEPT CREDIT CARD: YES _____ NO

ITEM DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
<u>Caulk Vertical Seam</u>				<u>\$500.00</u>
<u>Remove + Reinstall</u>				<u>\$600.00</u>
<u>GAIRD RAILS</u>				
<u>EXTRA EIFS PATCH</u>				<u>\$300.00</u>
Total:				<u>\$1400.00</u>

SPECIAL INSTRUCTIONS TO VENDOR: EXTRA'S

PRICE CONTRACT/ BID # _____

-OR-

QUOTES (\$1000 and up must have 3 quotes, attach quotes to this form)

COMPANY 1: _____ AMOUNT: _____

COMPANY 2: _____ AMOUNT: _____

REQUESTED BY: A Keeseey (DATE) 7/24/15

APPROVAL: [Signature] (DATE) 7-24-15
 (Must have Manager approval)