Approval to Purchase Portable Electronic Devices

Payment and Procurement Services ● Purchasing

TEXAS WOMAN'S UNIVERSITY
DENTON DALLAS HOUSTON

DEPARTMENTAL INFORMATION

Department: _____ Date: _____

Account: _____

Equipment/Accessories to be Purchased	Quantity	Cost
TOTAL	0	$0.00

JUSTIFICATION

Note: Instructional benefit must be provided if a Course or Distance Education Fee account is used.

AUTHORIZATION

Authorized Account Manager

Printed Name: _____

Signature: _____

Date: _____

Provost or Vice President Approval

Printed Name: _____

Signature: _____

Date: _____

Submit to Purchasing with Requisition #: _____