

**NC A&T UNIVERSITY FOUNDATION, LLC.
PURCHASE REQUEST**

Charge To: _____

Grant or Funds: _____ Bldg. _____

Line Items: _____

Department Head: _____

Check Payable To: _____

Address: _____

Amount of Allotment \$ _____

Amount of Request \$ _____

Balance of Allotment \$ _____

QUANTITY	DESCRIPTION	UNIT	TOTAL
			\$ -

Date _____

Dean of the Department

Chairperson

Signature of person Requesting

(THIS IS NOT A PURCHASE ORDER)