

**OKLAHOMA CONSERVATION COMMISSION
REQUEST FOR ACQUISITION**

Date Submitted:		Date Needed (if applicable):	
Division:			
Person Requesting:			
Description / Reason:			
Price Estimate:	Quantity:	Account Code:	
Funding Class:		Department:	
CFDA No.:		Task No.:	

Purchase is authorized and adequate funds are available:	
<div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 5px;"></div> Division Authorized Signature	<div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 5px;"></div> Date

Purchase is authorized (if required):	
<div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 5px;"></div> Agency Authorized Signature	<div style="border-bottom: 1px solid black; width: 100%; margin-bottom: 5px;"></div> Date

<input type="checkbox"/> Credit Card # _____ <input type="checkbox"/> Purchase Order	
Date Ordered:	By:
Date Received:	By:
Ordered From:	
Contact:	
Confirmation/Order No.:	
Amount:	