

# Senate Purchase Request

ASUH-HCC Form S-14

For purchase requests from Senate committees or the Senate general assembly.

Date: \_\_\_\_\_

To: ASUH-HCC President & Business Manager

From: \_\_\_\_\_  
Name and Title

Project Name: \_\_\_\_\_

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Item No.	Description	Unit Price	Quantity	Amount
TOTAL				

Justification for Purchase: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Suggested Vendor: \_\_\_\_\_

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Requestor Signature & Title

\_\_\_\_\_ Approved      \_\_\_\_\_ Not Approved      Date of Meeting: \_\_\_\_\_