SECTION 7: ACQUISITION PROCEDURES

SUBJECT: STATE REQUISITIONS Procedure #7.3.14

(State Form A-15)

POLICY

The State of Washington Purchase Requisition (Form A-15) is used for the purchases the State Division of Purchasing will make for the University. Some types of these purchases would be: motorized vehicles (autos, buses, trucks, mowers, tractors, forklifts). The form is prepared by UW Purchasing, then forwarded to the State for buying action.