Requisitioned by	School/Department	Approved By

PURCHASE REQUISITION

Account Code	Amount

Selkirk College
301 Frank Beinder Way
Castlegar, BC V1N 4L3

To: PURCHASING DEPARTMENT

Suggested Suppliers (any quotations or correspondence must be attatched)

1 _____
2 _____
3 _____

Social Service Tax Exempt ☐
Social Service Tax Payable ☐

FINAL DESTINATION

DATE REQUIRED	F.O.B. POINT	PREPAID ☐ COLLECT ☐	OFFICE USE ONLY

ITEM	QUANTITY	CAT. REF.	DESCRIPTION	PRICE	AMOUNT
Page Total					