

SSCPS PA Financial Request – Fall 2012

Requests Due by Thursday 9/20/12

Date:

Total Amount Requested*:

Date Required:

Description of request (be specific!):

Supplier Information

Company Name:

Address:

Telephone Number:

Fax Number

Website:

People who will benefit if request is granted:

Submitted by

Name:

Title:

Email Address:

Telephone Number:

*Amount requested must include any and all taxes, labor, set-up charges, delivery fees, etc. Do the research and make sure the amount requested is completely accurate and/or get realistic quotations from the proposed vendor. Requests with incomplete information will not be considered. Attach any supporting documentation necessary to help the Task Force make an informed decision.

Return form to PA Treasurer Elissa Dennis no later than Thursday, 9/20/12.

There will be an envelope at the front desk, or email me

coffinwife@gmail.com, or call 617-347-2283.