

VOUCHER _____
DATE _____
FOR ACCOUNTING DEPT USE ONLY

**INTERDEPARTMENTAL REQUISITION**

REQUISITION \_\_\_\_\_ DEPT. DIV \_\_\_\_\_ DATE \_\_\_\_\_  
 PHONE \_\_\_\_\_ DELIVER TO \_\_\_\_\_ MAIL CODE \_\_\_\_\_  
 PROJECT \_\_\_\_\_ REQUESTED BY \_\_\_\_\_  
 ACCOUNT \_\_\_\_\_ TOTAL \_\_\_\_\_

TO: AACC CENTRAL      ACADEMIC      AV SERVICES      BIOINSTRUMENTATION-      GENERAL  
 SUPPLY-MC 8574      COMPUTING-MC 9066      CENTER-MC 8581      MC 9025      STORES-MC 9080  
 MEDICAL ILLUSTRATION-      PHYSICAL PLANT-      PRINT SHOP-      UNIVERSITY STORE-      OTHER \_\_\_\_\_  
 MC 9045      MC 9099      MC 9079      MC 9026      MC \_\_\_\_\_

ITEM NO.	QUANT. ORD	STOCK NO.	UNIT	DESCRIPTION	ESTIMATED COST	FOR SERVICE DEPT. USE ONLY		
						QUANT. ISSUED	UNIT COST	COST
TOTAL								

APPROVED BY: PRINCIPAL INVESTIGATOR

CHARGE/DEBIT					
GENERAL LEDGER	SUB-ACCOUNT	CODE	ESTIMATED COST		ACTUAL COST
			ENC. NO.	AMOUNT	
TOTAL CHARGES/DEBITS					

CREDIT				
GENERAL LEDGER	SUB-ACCOUNT	CODE		ACTUAL COST
TOTAL CREDITS				

WORK ORDER NO. \_\_\_\_\_ DATE COMPLETED \_\_\_\_\_ DATE BILLED \_\_\_\_\_  
 ISSUED BY: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_