

<b>Bill To:</b>  <p style="text-align: center;"> <b>Veterans Research            Foundation of Pittsburgh</b>            University Drive C            Building 30 Ground Floor            Pittsburgh, PA 15240            (P)412-360-2403 (F)412-360-2393            Email: Jennifer.Mock3@va.gov         </p>	<b>Deliver To (if different from Bill To):</b>  
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<b>Requestor:</b>	<b>Today's Date:</b>
<b>Account Holder Name/PI ( if different from Requestor):</b>	
<b>Signature:</b> By signing this form, I hereby attest that the funds being disbursed are for goods and/or services related specifically to the grant, contract or other funding source associated with this account. I also acknowledge the items purchased are property of the VRFP and any transfer of equipment requires applicable approval.	<b>Date Required:</b>
<b>VRFP Account #:</b>	
<b>If equipment is being requested please provide location of where it will be stored:</b>	
<b>If this purchase involves a laptop or other mobile device please specify :</b> <input type="checkbox"/> Will access or contain PHI <input type="checkbox"/> Will NOT access or contain PHI	
<b>Purpose/Ultimate Intended Use:</b>	

\*COMPUTER HARDWARE AND SOFTWARE ORDERS ARE NON RETURNABLE.RETURNED ITEMS ARE SUBJECT TO RESTOCKING FEES BY THE VENDOR.

\*\* Animal purchases require approval by Animal Lab supervisor

\*\* Purchases which involve chemicals and gases require the approval of the VA Biosafety Officer.

*Purchase Order Details*

Item #	Product/Service Description (Please be specific)	Qty	Unit Size	Unit Cost	Amount
	Hazardous Materials				
	Shipping & Handling				
				<b>TOTAL</b>	

<b>Vendor:</b>	<b>Contact:</b>
<b>Address:</b>	<b>City/State/Zip:</b>
<b>Phone:</b>	<b>Fax:</b>
<b>ARF Supervisor Approval( if applicable):</b>	
<b>VAPHS Biosafety Officer Approval( if applicable)</b>	
<b><i>VRFP Office Use Only</i></b>	
<b><i>Executive Director Approval:</i></b>	
<b>PO#:</b>	
<b>Ordered By/Date:</b>	<b>Estimated Delivery Date:</b>
<b>Entered in A/P:</b>	<b>Expense Acct:</b>
<b>Balance verified by( for subawards budget verified):</b>	
<b>Paid via:</b> <input type="checkbox"/> Credit Card	<b>Confirmation #:</b>