Tulane University Request for Purchase of a Golf Cart

Date: _____

Requesting Department: _____

Number of Golf Carts Requested: _____

Person Responsible for Golf Cart: _____ **Telephone#:** _____

Reason for purchasing Golf Cart:

_____
_____
_____
_____
_____
_____
_____

Signature of Requestor: _____

Signature of Department Head: _____

Golf Carts will only be approved for Departments demonstrating a Valid Business Use. Tulane University Purchasing will not process any purchase requests without this form attached to your purchase order.

This Request for Purchase has been: **APPROVED** **DENIED**

_____ Date: _____
David P. White, Asst Dir Insurance and Risk Management

_____ Date: _____
Ken Dupaquier, Chief, T.U.D.P.S

** **The Tulane University Purchasing Department will not process and purchase orders without this form attached.**