

UNITED STATES
FISH AND WILDLIFE SERVICE
ACQUISITION REQUEST

TO:	REQUESTING OFFICE: TELEPHONE:	REQUISITION/ADVANCED PROCUREMENT PLAN NUMBER:
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SUGGESTED VENDORS (NAMES, ADDRESSES):	DELIVER TO:
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ITEM OR FORM NO.	DETAILED DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT

(PROVIDE ADDITIONAL SHEETS IF NEEDED)	TOTAL ESTIMATED COST
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1. REQUISITIONED BY (SIGNATURE)

NAME/TITLE	DATE
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2. FUND CERTIFICATION
THE UNDERSIGNED HEREBY CERTIFIES THAT FUNDS IN THE AMOUNT OF \$ _____ ARE HEREBY AVAILABLE AND RESERVED FOR THIS TRANSACTION AND AUTHORIZED FOR THE PURPOSE INTENDED.
CHARGED TO:

SIGNATURE	DATE
NAME/TITLE	DATE

3. APPROVED BY (SIGNATURE)

NAME/TITLE	DATE
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4. PROPERTY CERTIFICATION
EXCEPT AS NOTED, THE ABOVE ITEMS ARE NOT AVAILABLE FROM ANY GOVERNMENT SOURCE.
SIGNATURE

NAME/TITLE	DATE
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5. OBJECT CLASS

6. BUREAU/REGIONAL OFFICER (SIGNATURE IF NECESSARY)

NAME/TITLE	DATE
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7. BUREAU/REGIONAL OFFICER (SIGNATURE IF NECESSARY)

NAME/TITLE	DATE
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SIGNATURE BLOCKS 1, 2 AND 3 MUST BE COMPLETED AT THE ORIGINATING OFFICE. BLOCK 2 MUST BE SIGNED BY THE INDIVIDUAL HAVING FISCAL RESPONSIBILITY FOR THE PARTICULAR ACTIVITY. BLOCK 3 MUST BE SIGNED BY THE REQUESTING OFFICE'S PROJECT LEADER/SUPERVISOR, OR AT A HIGHER LEVEL AS DETERMINED BY A RESPECTIVE WASHINGTON OR REGIONAL OFFICIAL. BLOCKS 4 AND 5 MUST BE COMPLETED BY THE PROCURING OFFICE. BLOCKS 6 AND 7 ARE OPTIONAL DEPENDING UPON THE PARTICULAR PROCUREMENT.