



**Purchase Request Form for Research Animals Resources**  
(One species and one vendor per form.)

Protocol Number \_\_\_\_\_ Order Date \_\_\_\_\_ Date Required \_\_\_\_\_  
 Purchase Order # \_\_\_\_\_ Investigator \_\_\_\_\_ Requested by \_\_\_\_\_  
 Department \_\_\_\_\_ Extension \_\_\_\_\_ Vendor: \_\_\_\_\_

*For Office Use Only*

Date Ordered: \_\_\_\_\_ Spoke to: \_\_\_\_\_  
 Expected to Arrive: \_\_\_\_\_ Confirmation #: \_\_\_\_\_

Species	Sex	Strain/Stock #	Quantity	Weight/Age	Price/Animal	# per cage	Building/Room	Duration of Study

**Other Specifications** (i.e. housing requirements, special diets, treated water, etc.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CONTINUED ON NEXT PAGE - OFFICE USE ONLY**

**RECEIVING REPORT - FOR OFFICE USE ONLY.**

Date Received:	Time:
Person Notified:	Phone Extension:
Quantity Received:	Location of Animals
Condition of Animals	

\*Notes \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_