



RIVR PURCHASE ORDER

Ship/Invoice to: Richmond Institute for Veterans Research 1201 Broad Rock Blvd Research Service 151 Richmond, VA 23249	Email order forms to: VHARICRIVR@va.gov RIVR Contacts: Mikela July: 804-675-5893 Alexis Coleman: 804-675-5365 James Small: 804-675-1093
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Asterisk () indicates fields that must be completed*

*Today's Date	*Placed By	*Your Ext/Alternate	Date Needed	Special Instructions

*VENDOR NAME	PHONE #

Stock #	*Description (Provide link for all Amazon orders and for other orders when possible)	*Quantity	*Unit Price	*Total

*Reason for Purchase (Brief description of why you are requesting this purchase) <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	Subtotal					
	Shipping/Handling					
	Tax					
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:30%;">*Investigator Name</td> <td style="width:70%;">*Signature of Approving Official</td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	*Investigator Name	*Signature of Approving Official			Total	
*Investigator Name	*Signature of Approving Official					

Email completed forms to VHARICMRIADMIN@va.gov

For Office Use

Account #	
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