

# Ustinov College GCR

## Purchase Approval Form



.....  
DATE

.....  
NAME

representing

.....  
CLUB / SOCIETY / OTHER

ITEMS/QUANTITY	PURPOSE	COST (expected)
<b>TOTAL</b>		

I hereby confirm that all purchases will be made after thorough research of the market to achieve best value for money and that I will provide all appropriate and detailed receipts/documents of the purchase(s) made.

.....  
SIGNATURE ; DATE

.....  
APPROVED BY GCR EXECUTIVE OFFICERS

.....  
SIGNATORY 1 ; DATE

.....  
SIGNATORY 2 ; DATE