ADIRONDACK HEALTH

Leading care for a healthy community

2233 State Route 86
Saranac Lake, NY 12983

DATE RECEIVED

Special Purchase Requisition

☐ Saranac Lake ☐ Lake Placid ☐ TLHC

☐ Keene ☐ TL/Mercy ☐ TL Rehab

☐ Wound Care

DATE	DEPARTMENT	DEPARTMENT NO.

METHOD OF SHIPMENT	DEPARTMENT MANAGER
☐ STANDARD ☐ 2ND DAY ☐ OVERNIGHT ☐ OTHER	

COMPANY	VENDOR NO.

EXPENSE NO

400 MEDICAL **580** MINOR **760** SERVICE CONTACT **500** NON MEDICAL **720** REPAIRS **960** LEASE/RENTALS **840** DUES SUBSCRIPTIONS **890** OTHER

QTY	EA,CS,BX	ITEM NO.	DESCRIPTION	PRICE EACH	TOTAL PRICE

MATERIALS MANAGEMENT ONLY

DATE ORDERED	P.O. NO.	ITEM AVAIL.	BACK ORD. DUE BY

ORDER TAKEN BY	COMPANY	REFERENCE NO.

Form No: (FF) MM-2 (10/2016)

ORIGINAL & COPY - TO MATERIALS MANAGEMENT

COPY - FOR DEPARTMENT RECORDS