

STUDENT TECHNOLOGY FEE REQUEST FORM

Procedure for Submission:

Form Updated: 9/05/17

1. Submitter must obtain required information from vendor(s). An official quote from the vendor must be attached. No website screen shots
2. This request must be reviewed, approved, and submitted by the requesting program's School Chair.
3. The School Chair may email this request to the Tech Fee Director. *Since some schools will have multiple requests, please rename request PDF files in the following format: Schoolname# (rank, 1 being the highest priority) example - SocialJustice1, SocialJustice2, etc. Please submit as one PDF file*

Dept. making request:		Requesting Faculty:		Date Submitted:	
IMPORTANT: Attach an official quote from the vendor.					

List one item OR group (for use as a "package") per page.

Item Name	Vendor info. (name, address, Web site URL, phone #, email, etc.)	Part or Model #	Cost (each)	Qty	Total
Course(s) where item(s) will be used		Expected life of product (years)		# Students Impacted per Year	
Location equipment or software will be used/stored		Will Tech Fee needed for annual renewal or maintenance? What is the annual cost?			
Provide a brief description of the technology requested*:					
Briefly describe how the technology will be used (function)*:					
Provide a rationale that Tech Fee funds are appropriate for this request*:					

***Keep in mind that the committee members come from a variety of educational backgrounds and may not be familiar with department specific language. Please use concise, common terminology so that committee members reviewing this form will be able to fully understand the request.**

- If you are submitting a request for computers, printers, scanners or software, you must consult with College Computing and the technology staff, to acquire a quote and to make sure that this equipment/software is supported by UT and compatible with existing technology.



Quotation

Quotation # 081018utoledo

DATE 8/10/18

Sales Person : _____

Quoted By: _____

Quotation valid until: 9/9/18

Prepared by: Bill Harris

2245 Texas Drive, Suite 300
 Sugar Land TX 77479
 1-844-247-0450 Toll Free
orders.usa@uniphos-envirotronic.com

Quotation For:

Name April Ames, PhD, MSOH, CIH
 Company University of Toledo
 Address 3000 Arlington Ave., Howard L. Collier Bldg.
 City,ST,Zip Toledo, OH 43614
 Phone 419.383.5341
 Email april.ames@utoledo.edu

Special Instructions: educational institution discount applied ...

TERMS	F.O.B. POINT	DELIVERY	P.O. NUMBER	APPLICATION
	Houston, TX	3-5 days		

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
1	ASP-40K	piston-style pump, carry case and rebuild kit	\$175.00		175.00
1	D5146762	bellows-style pump, carry case and adapter	\$257.50		257.50
		<i>*plus taxes and shipping, if applicable ...</i>			
1					

SUBTOTAL	\$ 432.50
TAX RATE	
SALES TAX	-
OTHER	-
TOTAL	\$ 432.50

THANK YOU FOR YOUR BUSINESS!

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