

## 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:	
<b>IMPORTANT: Attach an official quote from the vendor.</b>					

**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.

**Mirion Technologies (Canberra), Inc.**



**Remit-To Address**

Mirion Technologies (Canberra), Inc.  
 General Post Office  
 PO Box 27746  
 New York, NY 10087-7746

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 Oak Ridge TN 37830  
 US

Tel: (865) 220-6304 Fax: (865) 483-0406  
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**Contact Person Details:**  
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Request for quotation: Incoterms: FOB OAK RIDGE, TN Date Issued: 01/25/2018  
 Shipment Method: Best Way Valid To: 04/25/2018  
 Freight Terms: PREPAY AND ADD  
 Payment Terms: Credit Card Payment Estimated Shipment ARO: 30 DAYS ARO  
 Subject To Credit Approval

Item Number	Quantities		Description of goods	Unit Price	Total Price	Currency
	Quoted	Material Number				
100	1	URAD-PLUS-R/Y/NC	ULTRARADIAC-PLUS, YELLOW, R UNIT	923.00	923.00	USD

Comments:	Sub Total	923.00	USD
	Total	923.00	USD

Approved By:	Fleur Smillie	Sales Representative:	HOUSE MILITARY
	Sales and Proposal		
	fsmillie@mirion.com		