



GENERAL STAMPING COMPANY

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ISO 9001 and 14001 Certified

Document #: QAR-053
Revision #: 004
Revision Date : 12-01-2017

PURCHASE REQUISITION

Date: _____ PRF Number _____

Business Name: _____ Telephone Number: _____ Fax Number: _____

E-Mail Address: _____

Date Ordered: _____ Ordered By: _____ Quote #: _____

Please fill out the following details about all purchases to be made:

Item Number	Item Description	Quantity	Unit Price	Extended Price

Reason for purchase requested: _____

If the item is request for a specific job, please list the related GSC part number below:

GSC part number: _____

Purchase requested by: _____ Signature: _____ Date: _____

Department: _____ Date: _____

Purchase Authorized by: _____ Signature: _____ Date: _____