



ACCREDITATION EVIDENCE

Title: Requisition-example

Evidence Type: Corroborating

Date:

WAN: 22-0564

Classification: Website

PII: No

Redacted: No



Procurement

View Create

Filter

Document Types: Requisition, Purchase Order, Payment Request

Requisition

Requisition Date	Requisition	Total	Approvers/Next Approvers
11/22/2021	0169098 PO Created 0058438 Lincoln County School Dist. #2	\$57,915.00	✓ BUS - WWCC WebBuyer
11/22/2021	0169097 PO Created 0029636 Sweetwater County BOCES	\$272,568.43	✓ BUS - WWCC WebBuyer
11/1/2021	0168914 PO Created 0029636 Sweetwater County BOCES	\$45,991.62	✓ BUS - WWCC WebBuyer
10/25/2021	0168853 PO Created 0029636 Sweetwater County BOCES	\$12,708.86	✓ BUS - WWCC WebBuyer
9/21/2021	0168586 PO Created 0029636 Sweetwater County BOCES	\$529.23	✓ BUS - WWCC WebBuyer
9/8/2021	0168466 PO Created 0152850 Wyoming Bank & Trust	\$535,000.00	✓ ADM - Burt Reynolds +2
9/8/2021	0168465 PO Created 0036046 WWCC Business Office	\$485,000.00	✓ ADM - Burt Reynolds +1
8/17/2021	0168241 PO Created 0029636 Sweetwater County BOCES	\$2,862.96	✓ BUS - WWCC WebBuyer
7/21/2021	0168058 PO Created 0029636 Sweetwater County BOCES	\$1,533.86	✓ BUS - WWCC WebBuyer
7/20/2021	0168021 PO Created 0046202 Sweetwater County School #1	\$33,264.00	✓ BUS - WWCC WebBuyer

Procurement

View Create

Document Type *

Requisition ▼

Requisition Date *

12/01/2021 

Initiator

Initiator Lookup 

Deborah S. Baker ×

Confirmation Email Address *

dbaker@westernwyoming.edu

Add email addresses separated by commas

Ship To *

W Western Wyoming College ▼

Desired Date

MM/DD/YYYY 

Vendor ID

Vendor Lookup 

Miscellaneous Vendor

Misc Vendor

Person Vendor

AP Type

0010 GENERAL PURCHASES ▼

Tax Code 1

None ▼

Tax Code 2

None ▼

Tax Code 3

None ▼

Approvers

Approval Date

Next Approvers

Next Approver Lookup

Printed Comments

Internal Comments

Items

Line Items	Description	Vendor Part	Quantity	Unit	Price	Extended Price
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New Item

Description *

Vendor Part

Quantity *

Unit

Price

Extended Price

GL Account *



Project

Amount



Add GL Account

Cancel

Add Item

Cancel

Save