

U of W eProcurement
Box 351110

AUTHORIZATION FORM TO ORDER ETHYL ALCOHOL

To Department Head/Administrator/Director/Principal Investigator:

Ethyl alcohol orders will only be accepted for authorized users, as identified below.

Please list the staff authorized to place orders for industrial ethyl alcohol on behalf of your department or laboratory:

Name: email:

Name: email:

Name: email:

Name: email:

(Additional names may be added)

By authorizing the above-listed staff members to place alcohol orders, you also agree to maintain an accurate and current inventory of all alcohol stored and used in your department, and maintain quantities that are in accordance with applicable Seattle Fire Department permits. In addition, you agree to comply with UW Administrative Policy Statement (APS) No. 15.1, entitled Accountability for Tax-Free Alcohol.

eEmail this athorization to: eprocure@u.washington.edu

Signature

Title

Date