



Center for Advanced
Microstructures & Devices
6980 Jefferson Highway
Baton Rouge, Louisiana 70806
225-578-8887/ 225-578-6954 (Fax)

Form for Campus Machine Shops and Labs

Purchaser's Name _____

Phone # _____

PI / Supervisor's Initial's _____

Shop Name _____

Contact @ Shop Name _____

CAMD Account # to be Charged _____

Brief Description of Work to be Done:

of Items: _____

Estimate of Amount _____

PO # _____

Date Order Placed _____

Est. Receiving Date _____

For Office Use Only:

Order placed by initials: _____

Account # (to be charged): _____

Date Received: _____

Invoice # _____

Credit Card Used Initials: _____

Authorized By: _____

Caryl Boyet (CAMD Purchasing / Accounting Coordinator)