

Date: _____

UK Supply Center Stock Add Request

Requestor's Name _____

Requestor's Phone _____

Requestor's Email _____

Product to be Added _____

Justification for this request _____

Annual Usage _____

Product Replaced (If Any) _____

The item will be stocked for a period of one year from the date of approval. If there is no movement on this item, it will be charged to the following cost center

Approval _____ Date _____