PURCHASE REQUISITION

REQUIRED

PAYING ENTITY

Requisition Date: _____

Date Ordered by Purchasing: _____

Purchase Order Number

Dept. Approval	Executive Approval	Buyer Approval	Purchasing Approval

Vendor Name & Address

Vendor Code #_____

Contact and Phone #

Terms	Taxable ☐ Yes ☐ No	Est. Total Cost
Ship Via		F.O.B.
Req'd. Del. Date:		Vendor Del. Date

Check Appropriate Box

☐ PURCHASE ☐ CHANGE ORDER
☐ BLANKET ☐ RELEASE
☐ STOREROOM REQUISITION
☐ RENTAL
☐ REPAIR ☐ RETURN

SONY PICTURES

Requisitioned by:	Dept.	Location	Phone	Project/Show/FAR #

R NO. 296991

Stock #	Qty.	U/M	Description	Unit Price	Amount	Entity	Account	Dept.	Product	Set Unit	W/A

BUYER/PEOPLESOFT COMMENTS

ITEM CATEGORY

CONTRACT Y / N? #

Ship To:
☐ SONY PICTURES STUDIOS
10202 W. WASHINGTON BLVD.
CULVER CITY, CA 90232

☐ SONY PICTURES ENTERTAINMENT
CULVER CITY WAREHOUSE
4729 ALLA RD.
MARINA DEL REY, CA 90291

☐ THE CULVER STUDIOS
9336 W. WASHINGTON BLVD.
CULVER CITY, CA 90232

☐ OTHER

Attention/Sidemarks

PURCHASING