

Request for (Partial) Depletion of Hilvert Group Funds

(Version 2, March 20, 2007)

- obtaining a signature from Don or Peter is mandatory for ordering items *above CHF 200.-*

By: _____ Date: _____

Item(s) to be ordered: (if > CHF 200.-)	Amount	Company	Cat. #	Total Catalog Price (CHF)	Refilling empty lab stocks?
1.					
2.					
3.					
4.					
5.					

Ordering of _____ item(s) above approved by:

Signature: _____ Date: _____

- order only *after* obtaining the signature. Hand in this form *attached to the final bill* to Antonella or Anita. For items from the "*Schalter*", permits will be collected by the secretary *twice a year*, after arrival of the "*Schalter*" lists. Payment of bills out of group funds will occur only if ordering permit is available.