BRIDGEWATER STATE UNIVERSITY
ADRIAN TINSLEY PROGRAM FOR UNDERGRADUATE RESEARCH
UNDERGRADUATE RESEARCH SUPPLIES ORDER FORM (updated 3 September 2010/kmf)

Research Supplies Please use this form if you would like ATP to order research-related supplies. If possible, you should choose vendors who are approved by BSU. Please contact the vendor and verify prices before submitting this form. Your mentor may also request a blanket purchase order for a specific dollar amount that will allow your mentor to call in or make these purchases. Please fill out a separate form for each vendor. Note that BSU is exempt from paying Massachusetts sales taxes. Sign and date this form and return to Kathy Frederick in the Office of Undergraduate Research (508-531-2303, kfrederick@bridgew.edu), Room 200, Maxwell Library, for approval. **NOTE: EXPECT 1-3 WEEKS FOR DELIVERY!**

Vendor name and address_____

_____**Web page URL**_____

Vendor Phone#_____**Vendor Fax#**_____

Description of items	Item or catalog #	Quantity/unit	Price per unit	Total Cost
(Example) Verbatim Data Life Plus Read/Write CD's	CD-R80	5 pkgs	$10.00	$50.00

Please sign and date this form and return to Kathy Frederick, Office of Undergraduate Research, Room 200, Maxwell Library.

Student name (printed)_____**(Signature)**_____**Date**_____

Student Phone #_____**email**_____

Type of Award (check one): Fall Semester Grant_____ Spring Semester Grant_____ Summer Grant_____

Mentor Signature (I approve this request)_____

ATP APPROVAL $_____

ATP Coordinator Signature_____**Date**_____

Purchasing: PLEASE PHONE IN ORDER; DO NOT MAIL PURCHASE ORDER TO VENDOR!