



**SCHOOL OF ELECTRICAL, COMPUTER AND TELECOMMUNICATIONS
ENGINEERING**

Authority to Order Parts

One form must be submitted for each supplier. Ebay or other auction sites, or sites that require payment via Paypal, Cheque, Money order will not be accepted. Recommended for parts are www.element14.com , www.rsaustralia.com.au, <http://littlebirdelectronics.com> and www.jaycar.com.au. No freight cost required when pricing from these companies.

All parts must be purchased from an Australian Company. If an **international** purchase must be made you are required to seek component advice from the Workshop or Stores Person and obtain their approval.

Technical Staff Name: Technical Staff Signature:

I hereby authorize the Laboratory Manager to order/purchase the following parts which are not available from the Workshop Store:

Supplier:..... (Only ONE supplier per form)

Web Site (If Applicable):..... (Attach website screen dump when appropriate)

Quantity	Description	Part Number	Cost Each	Cost Total

FREIGHT COST:..... **TOTAL COST (INC FREIGHT):**

Student: **Email:**@uowmail.edu.au

Subject:

Team Name (if applicable):

Supervisor's Signature: **Date:**

**** INCOMPLETE FORMS WILL NOT BE PROCESSED ****

SCHOOL USE ONLY

Order No.: **Date:**