

HURON COUNTY BOARD OF COMMISSIONERS

Mike Adelman* Gary W. Bauer* Larry Silcox

Cheryl Nolan, Administrator/Clerk

REQUEST FOR EXPENDITURE OF OVER \$500.00

DEPARTMENT: _____

DATE: _____

AMOUNT OF REQUEST: _____

FOR: _____

TO: _____

PLEASE PROVIDE A NARRATIVE EXPLANATION AS TO THE SERVICE TO BE PROVIDED OR THE ITEM SOUGHT TO BE PURCHASED AND THE NECESSITY FOR IT: _____

PLEASE PROVIDE THREE QUOTES FOR THE SERVICE OR ITEM SOUGHT TO BE PURCHASED:

_____ **QUOTE:** \$ _____

_____ **QUOTE:** \$ _____

_____ **QUOTE:** \$ _____

PLEASE NOTE WHICH QUOTE TO BE ACCEPTED