Santa Barbara County Sheriff's Office

Expenditure Authorization and Vendor Order Form

Purchase Req.#

EA#

NOTICE TO VENDORS: THIS FORM DOES NOT CONSTITUTE ORDER AUTHORITY FOR REQUESTS TOTALING \$3,500 OR MORE PER SANTA BARBARA COUNTY POLICY.

Vendor Name SBRN		Vendor Representative	Phone:					Today's Date: 9/6/2023							
Vendor Address 3705 State Street Suite 7-271 Santa Barbara CA 93105		Vendor Account	Fax:					Date Delivery Required By:							
Ordering Information - For Vendor:								Cost Coding Information - For Internal Use Only:							
Description		Item#	Unit Price	Units	#Ordered	A	Amount	Fund	Account	Prog	Org	Proj	Actv	Area	
Santa Barbara Rersponse Network	Budgeted Not Budgeted	1	\$ 500.00			\$	500.00	0075	7732	1069	6075	DASTP	2000	5012	
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Santa Barbara Sheriff Headquarters, Special Services Unit, Butler Building									Form Completed by: Nicole Wilhoit						
Attention: Storekeeper		Other \$ -					Signature:								
4434 Calle Real	Phone: (805) 681-5353				Other	\$	•	Phone #: 805-681-4398 Date: September 6, 2023						3	
Santa Barbara, CA 93110	FAX: (805) 681-5308				Tax			County Ve	endor Number	•					
SBSO Accounts Payable	able Email: finance@sbsheriff.org					\$		Please charge this order to one of the following:							
P.O. Box 6427	6427 Phone: (805) 681-4947					TOTAL \$ 500.00 □ Blanket Purchase Order #									
Santa Barbara, CA 93160-6427	FAX: (805) 681-4022							□ Board Contract #							
Authorization NOT valid without TWO signatures (include body #s). Forward a copy to the Business Office after the order is placed.								□ Service Contract #							
Signature Approval by Lieutenant of Manager (Under \$1,499.99) Signature Approval by Division Commander (under \$3,499.99)								□ Visa (Card						
Mic 1 2 (1051) Nor September 6, 2023 on / /20								Signature Approval by Chief (over \$3,500)							
Purchases \$3,500.00 & over require a Chief's signature and may r	not be ordered off this form wi	hout a Blanket Purc	hase Order, Purcha	ise Order or	Service Co	ontract.							on /	/20	
Comments/Special Instructions/Justification/Project Description/Funding	g Source:														
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