

FLORIDA AGRICULTURAL & MECHANICAL UNIVERSITY

EMERGENCY CERTIFICATION

Department: _____

EMERGENCY PURCHASE: The purchase of commodities or services due to a danger to the public health, the safety or the welfare of person(s), animal(s), the preservation or protection of property, or the continuance of a vital University function. With the signature below, the President or Vice President of Finance and Administration for the basis for the emergency and the selection of the particular source do hereby certify and approve this purchase and declare said purchase an emergency.

PRESIDENT/VP FIN. & ADMIN.

DATE

DATE: _____ ACCOUNT: _____ REQUISITION # _____

In accordance with the authority granted under Florida A & M University Regulation 6.005 (10) (a), the following documentation substantiates that an emergency procurement action is required for the acquisition of the commodities and/or services listed below:

ITEMS:

JUSTIFICATION:

I, the undersigned, certify the above to be true and correct to the best of my knowledge and belief.

CERTIFICATION SIGNATURE

TITLE

DATE

DIRECTOR OF PROCUREMENT SERVICES

DATE