Exhibit D - CDBG Activity
Request to Purchase Equipment

CHECK ONE: ☐ **PURCHASE** ☐ **SURPLUS** ☐ **CONTRACT** ☐ **SERVICE** ☐ **RENTAL**

QUANTITY	DESCRIPTION	PURPOSE OF BUYING AS OPPOSED TO RENTING	COST

1. **Organization:**

2. **REQUESTED BY:** _____ 3. **DATE REQUESTED:** _____

4. **TOTAL COST:** _____ 5. **CDBG Funds Requested for Expenditure:** _____

6. **Source of Remaining Funds for Expenditure:** _____

7. **Vendor Name/Address and Phone Number:** _____

8. **COMMENTS:**

_____

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