

**Form H**  
**BUSINESS AND INDUSTRIAL SOLICITATION REQUEST**

**Organization/Department** \_\_\_\_\_

**Type of Goods or Services Requested** \_\_\_\_\_

\_\_\_\_\_  
**Proposed Use of Goods or Services** \_\_\_\_\_

\_\_\_\_\_  
(Use Separate Sheet If Necessary)

**Name of Business(s) To Be Solicited** \_\_\_\_\_

\_\_\_\_\_  
(Use Separate Sheet If Necessary)

**Beginning Date of Solicitation** \_\_\_\_\_

**Ending Date of Solicitation** \_\_\_\_\_

**Estimated Value of Goods and/or Services Solicited** \_\_\_\_\_

\_\_\_\_\_  
(Use Separate Sheet If Necessary)

**Requested By** \_\_\_\_\_  
(Please Print)

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

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**FOR OFFICE USE ONLY:**

**Date Received** \_\_\_\_\_

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_  
Director of Fundraising

**Approved** \_\_\_\_\_ **Disapproved** \_\_\_\_\_ **Date** \_\_\_\_\_

Signed \_\_\_\_\_  
President